



A. Cover Letter and Introduction

Dear Purchasing Agent of County of El Dorado Procurement & Contracts,

The organizational entity proposed to be directly responsible for the provision of service under the contract resulting from County of El Dorado Procurement & Contracts Request for Proposal (RFP) #21-990-036 is the "California Tahoe Emergency Services Operations Authority" (CTESOA).

CTESOA prepared the proposal for County Service Area #3 Advanced Life Support Ambulance Service as requested by the County of El Dorado Office of Procurement & Contracts, through its Health and Human Services Agency (County). The County's request is for emergency (911), non-emergency, inter-facility not exceeding 100 miles of patient-loaded travel, and critical care transport (CCT) ambulance services, including ambulance dispatch, and other services as listed in the RFP. The Executive Director of the CTESOA is authorized to make representations for the organization and answer any questions related to this proposal and procurement (See **Appendix A: Signatory Agreement for CTESOA ED**).

Mr. Ryan Wagoner
Executive Director, CTESOA
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The CTESOA is

- 1) eligible to submit the following proposal consistent with the eligibility requirements identified in Section VI of RFP #21-990-036,
- 2) the CTESOA has read Exhibit A, the Sample Agreement, in its entirety and agrees to abide by the terms and conditions in said agreement, and
- 3) that the information provided in this proposal is true, accurate, and correct to the best of our knowledge.

As the representative of the Board of Directors for the CTESOA, my signature below binds the CTESOA to the commitments made in the proposal.

Respectfully Submitted,

Ryan Wagoner
Executive Director, CTESOA

5.24.21
Date

Introduction

The California Tahoe Emergency Services Operations Authority (CTESOA) was established through a Joint Powers Agreement (JPA) to establish, operate, and maintain an Emergency Medical Services Authority (EMSA). A JPA is an entity permitted under the laws of some U.S. states, whereby two or more public authorities (e.g. local governments, or utility or transport districts), not necessarily located in the same state, may jointly exercise any power common to all of them. As a governmental entity, the CTESOA is a not-for-profit organization. The CTESOA has no interest other than providing the highest level of emergency medical care in South Lake Tahoe and County Service Area #3. The CTESOA operates in accordance with the California Tahoe Emergency Service Operation Bylaws dated 2019 (See **Appendix B**). See Figure 1 for an organization chart depicting the CTESOA and the relationship of member agencies, following the Joint Powers Agreement (JPA).

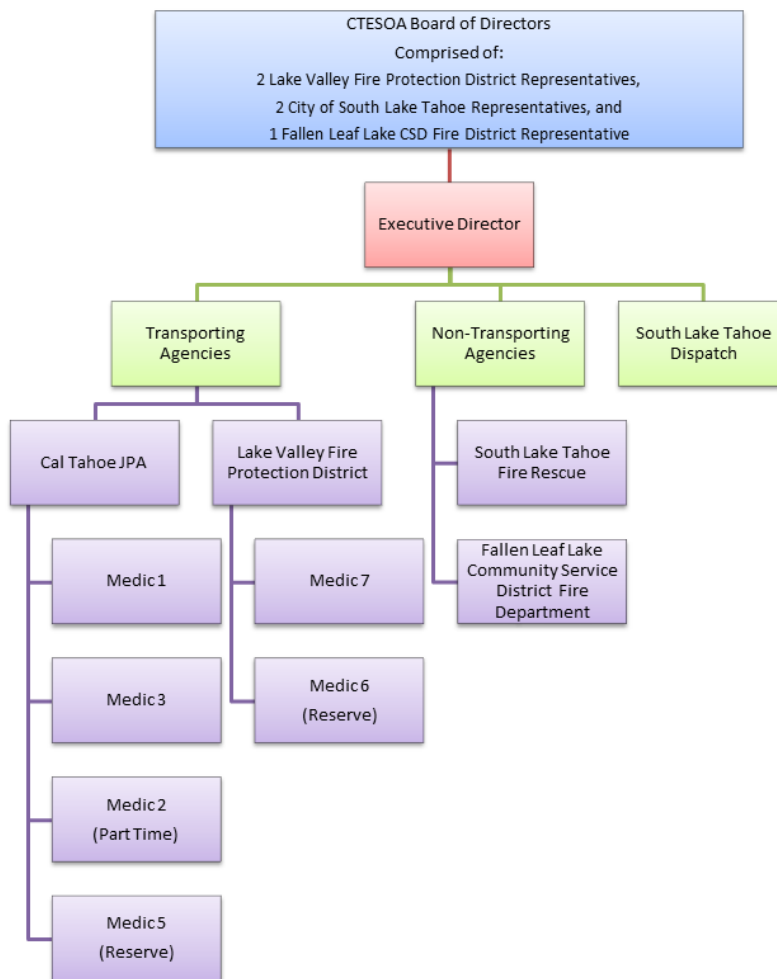


Figure 1. CTESOA Organizational Chart Depicting Member Agency Relationships

The combination of mountainous terrain, extreme weather conditions, significant variations in seasonal population, congested highways, isolated communities and wilderness areas pose significant challenges to the timely delivery of emergency medical care and rescue services to CSA #3 residents and visitors. Despite the challenges, CTESOA has consistently provided response times that far exceed the standard 90% as defined by El Dorado County.

The member agencies of the CTESOA are the City of South Lake Tahoe (CSLT), the Lake Valley Fire Protection District (LVFPD), and Fallen Leaf Community Services District (FLCSD). The CTESOA formed the California Tahoe Joint Powers Authority (Cal Tahoe JPA). The Cal Tahoe JPA operates Medic 1, 2, & 3 with single role paramedics and EMTs in South Lake Tahoe. LVFPD operates Medic 7 with dual role firefighter paramedics. Medic 1, 2 & 3 run mostly urban calls whereas Medic 7 runs rural and wilderness calls.

The Governing Board of the CTESOA is composed of two elected representatives each from City of South Lake Tahoe and Lake Valley Fire Protection District, and one representative from Fallen Leaf Lake Community Services District. There are no other financial relationships, ownerships, shared directorships, or other relationships with any entities other than those described above in the CTESOA. A brief overview of each agency is as follows:

California Tahoe Joint Powers Authority (Cal Tahoe JPA)

The California Tahoe Joint Powers Authority (Cal Tahoe JPA) was formed within the CTESOA on July 1, 2016. Prior to this date, the City of South Lake Tahoe was a transporting agency under the CTESOA. South Lake Tahoe Fire Rescue (SLTFR) determined that it was both counter-productive and cost prohibitive to continue with transport. Cal Tahoe JPA, began staffing Medic 1 & 3 with single role paramedics and EMTs at a cost savings to the CTESOA.

Cal Tahoe JPA currently has 22 paid ambulance staff. The administrative chain of command is as follows:

- CTESOA Board of Directors (5)
- Executive Director (1)
- Operations Manager (1)
- Paramedics (12)
- EMT-1 (10)

Currently, Cal Tahoe JPA staff two and ½ medic units from CTESOA Headquarters. Medic 1 & 3 are staffed by a minimum of one paramedic and an EMT-1. Medic 2 is staffed daily from 0800-1600 by a minimum of one paramedic and an EMT-1. See **Appendix C** for an organization chart depicting Cal Tahoe JPA.

City of South Lake Tahoe, South Lake Tahoe Fire and Rescue (SLTFR)

The City of South Lake Tahoe is located at the easterly end of El Dorado County, next to the Nevada state line. The population of the City is approximately 24,000, but this number increases dramatically seasonally due to recreational opportunities. The City has approximately 200 full-time employees that provide a variety of services through its different departments, including the fire department.

The City of South Lake Tahoe was incorporated November 10, 1965. The South Lake Tahoe Fire Rescue (SLTFR) was formed on November 1, 1966 as a service of the City of South Lake Tahoe. The SLTFR assumed responsibility for fire, rescue, and emergency medical services (first response) from the Lake Valley Fire Protection District for the area within the boundaries of the new city (18 total square miles).

SLTFR currently has 34 full-time paid fire staff. The administrative chain of command is as follows:

- City Council (5)
- Fire Chief (1)
- Division Chiefs (3)
- Fire Captains (9)
- Engineers (9)
- Firefighter/Paramedics (12)

This provides three three-person engine/truck companies that are staffed with a Fire Captain, Fire Engineer, and Firefighter/Paramedic. An additional squad is cross-staffed daily and carries specialized tools and equipment that are not carried on the fire engine. A Battalion Chief with a command vehicle completes the on-duty minimum staffing of eight personnel per day. The Chief of the City's Fire Department is Clive Savacool. See **Appendix C** for an organization chart depicting the structure and function of SLTFR.

The SLTFR has four stations:

- Station #1 - 1252 Ski Run Boulevard
- Station #2 - 2951 Lake Tahoe Boulevard
- Station #3 - 2101 Lake Tahoe Boulevard (administrative headquarters)
- Station #4 - 1901 Airport Rd, Lake Tahoe Airport (unstaffed)

Station 1, Station 2 and Station 3 are each staffed by a minimum of three firefighters which includes a Fire Captain, Fire Engineer, and one Firefighter/Paramedic. SLTFR operates two Type 1 engines (which provide Advanced Life Support capabilities), one Truck (which provides Advanced Life Support capabilities), two Type 3 (wildland) engines (cross-staffed), and one squad-rescue unit and a rescue boat. As stated, SLTFR is a non-transporting member of the CTESOA. See **Appendix D** for a copy of the SLTFR non-transporting advanced life support services agreement.

Lake Valley Fire Protection District (LVFPD)

The Lake Valley Fire Protection District (LVFPD) was formed in 1947. Since its inception, the District has provided fire, rescue, and emergency medical services (first response), and presently staffs one of the three paramedic ambulances provided to CSA #3 by CTESOA. LVFPD acts as a subcontractor in respect to staffing and operating the CTESOA provided advanced life support ambulance for the means of patient transportation services.

LVFPD is a full-time paid District with 24 full-time fire personnel providing structure and wildland fire suppression, emergency medical services, fire prevention, hazardous materials mitigation, and diverse technical rescue services, including rope and wilderness rescue. The administrative chain of command is as follows:

- Board of Directors (5)
- Fire Chief (1)
- Battalion Chiefs (2)
- Fire Captains (6)
- Engineers (7)
- Firefighter//Paramedics (6)
- Apprentice Firefighter/Paramedics (1)
- Apprentice Firefighter/EMT's (2)

The District covers approximately 82 square miles (including a portion of Alpine County to the south) consisting of urban, rural and wilderness/ mountainous terrain. The Fire Chief is Brad Zlendick. An organizational chart depicting the structure and various services provided by LVFPD is enclosed within **Appendix C**.

The District's three stations are:

Station #5 - 1009 Boulder Mountain Court (operated by CALFIRE)

Station #6 - 1286 Golden Bear Trail

Station #7 - 2211 Keetak Street (administrative headquarters)

At the present time, a Type 1 fire engine (with ALS capabilities) and ambulance are staffed by a minimum of four Firefighter/Paramedics which include a Fire Captain, Fire Engineer, and two Firefighter/Paramedics at Station 7. Station 7 personnel cross-staff a Type-3 engine company, a Type-6 engine company and an ALS ambulance (which gives the system an additional medic unit during disaster situations). Station 6 is staffed with a Fire Captain and Fire Engineer and houses a Type 1 fire engine with ALS capabilities and a water tender. LVFPD currently staffs Medic 7 under a transport agreement with the CTESOA. See **Appendix D** for a copy of the LVFPD transporting advanced life support services agreement. The District also staffs a rescue squad on busy weekends and holidays in part with LVFPD firefighter paramedics.

Fallen Leaf Fire Department (FLFD)

The Fallen Leaf Fire Department is a service of the Fallen Leaf Lake Community Services District. The mission of the Fallen Leaf Fire Department is to minimize the damaging effects of fire and other hazards on life, the environment, and property in and around the Fallen Leaf Lake community. The FLFD is staffed with a combination of paid and volunteer firefighters. The FLFD is closed in the winter from approximately November to April. The FLFD provides education, prevention, and initial response to fires, medical emergencies and other hazards often related to its location as the gateway to backcountry.

The Fallen Leaf Lake Community Services District governing body consists of five board members, publicly elected to four-year terms. Terms are staggered so not all of the board is up for election at the same time. The Board of Directors of the District is the policy-making and governing body that is responsible for the administration and operation of the Fire Department. The administrative chain of command is as follows:

- Board of Directors (5)
- CSD General Manager/Fire Chief (1)
- Assistant Fire Chief (1)
- Fire Captains (3)
- Firefighter/Paramedics (3)
- Volunteer Firefighters/EMT-1 (5)
- Contract Firefighters/EMT-1 (20)

An organizational chart depicting the various services provided by FLFD is enclosed within **Appendix C**. FLFD provides Advanced Life Support response to remote areas of CSA #3. FLFD operates one of two rescue boats within the CTESOA system. FLFD has two fire stations, one staffed and one unstaffed. See **Appendix D** for a copy of the CTESOA and FLFD non-transporting advanced life support services agreement.

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C. Statement of Experience

Fifteen (15) Mandatory Components:

1. Business name and legal business status (i.e., partnership corporation, etc.) of the proposer and the title, reporting relationship, and limits of authority for the senior executive, who will serve as the main contact with the County:

The organizational entity proposed to be directly responsible for the provision of service under the contract resulting from this proposal is the "California Tahoe Emergency Services Operations Authority" (CTESOA). The CTESOA was established through a Joint Powers Agreement (JPA) to establish, operate, and maintain an Emergency Medical Services Authority (EMSA). In 2001, the CTESOA signed an agreement pursuant to the provisions of Title I, Division 7, Chapter 5, Article I, Sections 6500 et seq. of the California Government Code (See **Appendix E**, Gov Code 6500) relating to joint exercise of powers. See **Appendix B**, JPA Amendments, for a complete copy of the Joint Powers Agreement forming the CTESOA. The official contact for CTESOA is the current Executive Director, Ryan Wagoner. Ryan Wagoner is authorized to make representations for the CTESOA and answer any questions related to this proposal and procurement (See **Appendix A**: Signatory Agreement for CTESOA ED).

2. Number of years the proposer has been in business under the present business name, as well as related prior business names:

CTESOA has been in operation since September, 2001. CTESOA has not operated under any other business name though it is sometimes referred to as Cal Tahoe JPA.

3. Number of years of experience the prospective contractor has had in providing the required services:

For the last 20 years, CTESOA has furnished and managed in County Service Area (CSA) #3 the following ambulance operations including but not limited to:

- Employment of field personnel.
- Supervision and management of employees and subcontractors used.
- Provision of all four-wheel drive ground ambulance transportation vehicles and their maintenance, and related equipment necessary to provide the specified services.
- In-service training of CTESOA's employees.
- Exclusive transportation of emergency, non-emergency, inter-facility and critical care ground ambulance patients throughout CSA #3.
- Development and management of a quality improvement system.
- Purchasing and inventory control.
- Support services necessary to operate the system.
- Accurate completion and timely submission of approved clinical and billing related data (ePCRs, Facesheet, and Physician Certification Statements).

- Meeting contractual response time and other performance requirements in compliance with state regulations, the EMS Ordinance, the operations contract, and the County of El Dorado EMS Policy and Procedure Manual.
- Participating and cooperating with the EMS Medical Director in medical audits and investigations.
- Reporting contract compliance on a weekly and/or monthly basis, while providing a verifiable audit trail of documentation of that performance.

For the last 20 years, CTESOA provided dispatch services through a subcontract with a qualified agency, including:

- Employment of Emergency Medical Dispatch (EMD) personnel who are certified by the National Academy of Emergency Medical Dispatch and use a Medical Priority Dispatch System (ProQA).
- Maintenance of telephone, radio, computer aided dispatch, and other infrastructure required to efficiently meet contractual requirements.
- Answer of all 911 and other medical emergency calls, and process of requests for service according to contractual requirements.
- Consistent adherence to priority dispatch and pre-arrival instruction protocols approved by the EMS Medical Director.
- Participation in quality assurance and improvement processes.
- Efficient and effective dispatch of CTESOA's ambulances and notification of first responder agencies as required by applicable protocols and agreements.
- Recording and reporting pertinent information about each request and response as required by the contract, protocols and agreements.

The combined existing emergency services management system and personnel are fully capable of continuing 911 and interfacility ambulance transport operations within CSA #3 into the next decade.

4. Contracts completed during the last five (5) years showing year, type of services, dollar amount of services provided, location, and contracting agency:

The CTESOA is the successful recipient of El Dorado County RFP #19-918-037 (See **Appendix F**: Signed 2019 Contract) and is currently in a contract with El Dorado County until September of 2021. Prior to CTESOA being awarded the current contract for services, the CTESOA underwent an operational review on June 24, 2015 (see **Appendix F**: CTESOA Extension Review_062415) and received an extension on June 24, 2015 (see **Appendix F**: CTESOA Extension Approval_062415). Under the terms of the CTESOA's current contract, the CTESOA receives a quarterly payment of \$843,438.73 which breaks down to \$281,146.24 per month.

5. Details of any future contracts or refusals to complete a contract for services:

CTESOA has never refused or been refused to complete a contract for services and intends to complete its current contract with El Dorado County.

The California Emergency Medical Services Authority and the California Office of Statewide Health Planning and Development for Operations approved the CTESOA's proposal South Lake Tahoe Community Paramedicine Post Hospital Discharge Follow-up Program (See **Appendix G**). CTESOA is currently exploring a Community Paramedicine Post Discharge Pilot Project with Barton Health. No contract for services has been signed between CTESOA and Barton Health.

6. Whether the responder holds a controlling interest in any other organization, or whether or not the responder is owned or controlled by any other organization:

CTESOA does not hold any controlling interest in any other organization and is not controlled by another organization.

7. Financial interests in any other related businesses:

CTESOA has no financial interest in any other related business.

8. Names of persons with whom the prospective contractor has been associated in business as partners or business associates in the last (5) years:

CTESOA, through its member agencies, has been associated in business with the City of South Lake Tahoe, Lake Valley Fire Protection District, Fallen Leaf Lake Community Service District and Barton Health for the last five (5) years.

9. An explanation of any litigation, including any liens or judgements against the organization, involving the prospective contractor or any principal officers thereof, in connection with any contract for similar services. If no such litigation exists, please clearly indicate so:

The CTESOA is under no such litigation or subject to any liens or judgements against the organization, involving any prospective contractor or any principal officers thereof, in connection with any contract for similar services.

10. An explanation of experience in the service to be provided or similar experience of principal individuals of the proposer's organization:

Principal individuals, within CTESOA, experiences are exceptional at performing the services identified in RFP #21-990-036. During CTESOA's 20 year tenure as the service provider for County Service Area (CSA) #3, the CTESOA has been able to expand the experience level from the line Paramedics up through the ranks. Key personnel have gone from being a Paramedic, to Field Training Officers, and to operational management. Individuals have thousands of hours of experience in paramedicine, emergency medical response, and management. Employees of the

CTESOA hold bachelor of science degrees in fire administration and emergency management. CTESOA principals understand the difficulty in providing emergency medical care and life transport in a rural setting. For this reason, CTESOA received their first contract for the ambulance service in El Dorado County Service Area #3 (CSA #3) in 2001, its second contract in 2011, and third contract in 2019.

CTESOA, as an organization, has over 150 years of combined experience providing fire and medical emergency response and rescue in the South Lake Tahoe area. The member agencies of the CTESOA are the City of South Lake Tahoe (CSLT) with South Lake Tahoe Fire Rescue (SLTFR), the Lake Valley Fire Protection District (LVFPD), and Fallen Leaf Community Services District (FLCSD) with Fallen Leaf Fire Department (FLFD). The LVFPD was established in 1947, SLTFR was established in 1965, and the FLFD was established in 1982. All member agency leaders are well versed in CTESOA EMS operational requirements within CSA #3.

CTESOA has consistently provided emergency medical care and transport with response times and a level of service in exceedance of the standards set by El Dorado County. CTESOA is responsible for responding to 100% of the emergency and non-emergency prehospital Advanced Life Support (ALS) ground ambulance calls that are dispatched by the designated Communication Center and which originate within County Service Area #3 and part of Alpine County. The combination of mountainous terrain, extreme weather conditions, significant variations in seasonal population, congested highways, isolated communities and wilderness areas pose significant challenges to the timely delivery of emergency medical care and rescue services to CSA #3 residents and visitors. Despite the challenges, CTESOA has consistently provided response times that far exceed the standard 90% as defined by El Dorado County.

To meet the demand of providing medical services in an urban, rural and wilderness setting, CTESOA maintains a combination of two full-time and one part-time single role paramedic ambulance and one full-time dual role Firefighter/Paramedic ambulance. CTESOA ensures all paramedic personnel are licensed by the State of California and accredited with the County EMS Agency. CTESOA's ambulance delivery service model meets the requirements set forth by the California Highway Patrol; the California Vehicle Code; the State of California Health and Safety Code, Division 2.5, and Title 22, Division 9; the State of California Emergency Medical Services Authority; the California Code of Regulations; the County Emergency Medical Service and Medical Transportation Ordinance; the County EMS Agency Policies, Procedures and Field Treatment Protocols; and all other applicable laws, statutes, ordinances, regulations, policies, directives, local rules and resolutions regulating prehospital Advanced Life Support services. For each new employee, the CTESOA provides a copy of all records of certification and/or accreditation to the County EMS Agency.

CTESOA maintains a combination of single role and all-risk fire-based rescue capabilities which provides an exceptional level of service to medical emergencies in an area where hiking, mountain biking, skiing, rock climbing, swimming and many other recreational activities put individuals at risk. CTESOA has an excellent working relationship with the first responder

agencies in CSA #3 due to the fact that member agencies (LVFPD, SLTFR and FLLFD) are also primary first responders. Additionally, CTESOA has an excellent working history with other first responder agencies including law enforcement (California Highway Patrol, El Dorado County Sheriff's Department, Alpine County Sheriff's Department, Lake Tahoe Basin Management Unit law enforcement officers, California State Parks law enforcement officers, and South Lake Tahoe Police Department), and fire suppression/EMS (USDA Forest Service, CALFIRE, Eastern Alpine Fire Rescue, Tahoe Douglas Fire Protection District, and North Tahoe Fire Protection District.)

CTESOA has worked with El Dorado County EMSA in developing a comprehensive and structured EMS system with defined operational policies, procedures and protocols to provide for consistent high-quality service. CTESOA has consistently met the call demand challenges of the tourism flux on the weekends year round and, from November to March and from June to September, where the Tahoe Basin population can quadruple. On holidays, the number of visitors may increase significantly more. CTESOA responds to numerous isolated communities and mountainous wilderness areas where winding roads may hinder and cause lengthy ambulance response times in outlying areas of CSA #3. CTESOA utilizes the system status management model to provide greater coverage within the CSA #3. CTESOA's system status management plan ensures ambulances are always appropriately located when needed. CTESOA has three additional reserve ambulances for a total of six that are located within the snow boundary created by high mountain passes. The additional ambulances can be staffed during peak demands when call volumes dictate the need for additional resources and in the event of a mass casualty incident (MCI). At any time, CTESOA can staff the additional ambulances with member agency Firefighter/Paramedics already on duty.

The CTESOA is fully capable of continuing 911 and interfacility ambulance transport operations within CSA #3. Our personnel have the knowledge training and experience to meet and continue to exceed expectations as set forth in RFP #21-990-036.

11. A list of major equipment to be used for the direct provision of services. Indicate whether or not this equipment is currently owned or leased by the proposer, or if the equipment will be purchased or leased for the purposes of providing services as identified herein:

The CTESOA presently maintains a fleet of six ambulances built by Braun Northwest on Ford F-350 Super-duty four-wheel drive chassis. It has been our experience that these vehicles are extremely reliable. The vehicles are owned or leased by the CTESOA. All ambulances are equipped with Stryker Power Loads gurneys which are battery-powered for safety reasons. CTESOA utilizes three Physio LifePak 15 and three Zoll X series cardiac monitors. CTESOA is compliant with El Dorado County EMSA documentation policy utilizing ImageTrend on five iPads.

12. Any relevant financial information which will disclose the true cost of the proposed operation, and the intended source of all funding related to the provision of services as identified herein. At a minimum, this must include (but is not limited to) audited financial statements from

the last two (2) years, as well as any letters of credit and guarantor letters from related entities, and any other documents necessary to establish the proposer's financial standing and capability. Additionally, the Proposer must disclose if they have defaulted on any loans or filed for bankruptcy within the last five (5) years. It is the responsibility of the proposer to submit sufficient financial information with which the County can establish a comprehensive and complete picture of the Proposer's financial position:

CTESOA does not hold letters of credit and/or guarantor letters from related entities. CTESOA has never defaulted on any loans or filed for bankruptcy since inception. El Dorado County is the intended source of all funding related to the provision of services as identified in RFP #21-990-036. The true cost of the proposed operation in the first year is stated below:

Table 1. CTESOA Proposed Operational Cost in Year One

#	Description	Amount
1	Personal Protective Equipment (PPE)/Uniforms for Paramedics	\$7,700
2	Computer Equipment	\$5,000
3	Employee Training	\$5,000
4	Employee Exp/Phys/Backgd	\$10,000
5	Insurance	\$16,000
6	Office/General Admin, Bank Fees/Charges	\$2,500
7	Prof Fees- Attorney	\$20,000
8	Prof Fees- Accounting	\$18,000
9	Prof Fees- Paychex	\$16,000
10	Scholarships	\$5,000
11	Station Supplies	\$22,500
12	Contingency	\$12,000
13	Snow Removal	\$2,000
14	Travel	\$5,000
15	Tenant Improvement/ Capital Outlay	\$125,000
16	Ambulance Remount/ Lease	\$30,000
17	Dispatch Contract	\$265,225
18	Supplies -Medical	\$125,000

19	<i>Prof Fees- Lake Valley</i>	<i>\$1,132,500</i>
20	<i>Communications/Cell</i>	<i>\$8,000</i>
21	<i>Salaries; Health/Work. Comp</i>	<i>\$1,805,000</i>
22	<i>Ambulance/Equip Maintenance</i>	<i>\$40,000</i>
23	<i>Utilities</i>	<i>\$5,000</i>
24	<i>Fuel</i>	<i>\$45,000</i>
25	<i>Critical Care Transport</i>	<i>\$20,000</i>
26	<i>401k</i>	<i>\$32,000</i>
	<i>TOTAL EXPENSES</i>	<i>\$3,779,425</i>

Audited financial statements from the last two (2) years are included in **Appendix I** and summaries are included below.

INDEPENDENT AUDITOR’S REPORT (2019) Summary

“To the Board of Directors

California Tahoe Emergency Services Operations Authority, South Lake Tahoe, CA

Report on the Financial Statements:

We have audited the accompanying financial statements of the governmental activities and the major fund of the California Tahoe Emergency Services Operations Authority (the JPA), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the JPA’s basic financial statements as listed in the table of contents.

Opinions:

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and the major fund of the California Tahoe Emergency Services Operations Authority as of June 30, 2019, and the respective changes in financial position thereof and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America as well as accounting systems prescribed by the State Controller’s Office and state regulations governing special districts.

Richardson and Company, LLP

May 22, 2018”

CTESOA Proposal for #21-990-036

INDEPENDENT AUDITOR’S REPORT (2018) Summary

“To the Board of Directors

California Tahoe Emergency Services Operations Authority, South Lake
Tahoe, CA

Report on the Financial Statements:

We have audited the accompanying financial statements of the governmental activities and the major fund of the California Tahoe Emergency Services Operations Authority (the JPA), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the JPA’s basic financial statements as listed in the table of contents.

Opinions:

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and the major fund of the California Tahoe Emergency Services Operations Authority as of June 30, 2018, and the respective changes in financial position thereof and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America as well as accounting systems prescribed by the State Controller’s Office and state regulations governing special districts.

Richardson and Company, LLP
July 2, 2019”

13. A list of commitments, and potential commitments, which may impact assets held, lines of credit, guarantor letters, or otherwise affect the proposer’s ability to perform the contract:

CTESOA’s current contract with El Dorado County expires on September 1, 2021. If CTESOA is not awarded the contract it will no longer perform the services for El Dorado County’s CSA #3 and lose all sources of revenue.

14. Business or professional licenses or certificates required by the nature of the contract work to be performed and held by the responder:

The CTESOA was established through a Joint Powers Agreement (JPA) to establish, operate, and maintain an Emergency Medical Services Authority (EMSA). The agreement was entered into pursuant to the provisions of Title I, Division 7, Chapter 5, Article I, Sections 6500 et seq. of the California Government Code (See **Appendix E**: Gov Code 6500) relating to joint exercise of powers. In accordance with Federal tax law, CTESOA has been assigned an Employee Identification Number (EIN)(See **Appendix B**: EIN # in Fed Tax Form 941). The CTESOA EIN is 68-04279626.

Professional licenses and certificates required by the nature of the contract work to be performed and held by the CTESOA include EMT-1, EMT-P, ACLS and PALS. All licenses and certificates held by employees of the CTESOA are noted on the employer rosters and resumes that are included in **Appendix C**. All licenses and certificates are currently held by El Dorado County.

15. Any breaches or violations of HIPAA, HITECH, and any other applicable State and Federal privacy laws by any entity having a business relationship with the Proposer:

CTESOA has not had any breaches or violations of HIPAA, HITECH or other applicable State and Federal privacy laws. The attached letters of support exemplify the integrity and ethics practiced by the CTESOA. (See **Appendix H- Letters of Support**)

Four (4) Statements in Agreement:

✓ 1) By submitting this proposal, the Proposer agrees the County, as the awarding agency, has a right to audit the proposer's financial records, and other records related to the performance of services and business operations supporting the performance of services as identified herein;

✓ 2) By submitting this proposal, the Proposer agrees to comply with all HIPAA requirements including but not limited to those identified in the Business Associate Agreement, attached as Appendix D to the Sample Agreement (Exhibit "A");

✓ 3) By submitting this proposal, the Proposer acknowledges they have read and will comply with all of the standard terms and conditions as identified in Exhibit "A", the Sample Agreement; and

✓ 4) By submitting this proposal, the Proposer acknowledges and agrees to provide insurance that meets or exceeds the County's insurance requirements, as identified in Exhibit "A," the Sample Agreement, as well as a Performance Letter of Credit (if required by the County), consistent with the requirements identified in Section I. Overview, G. Performance Letter of Credit.

✓ **The CTESOA understands that by submitting this proposal we will agree and comply with the Four (4) Statements in Agreement above.**



Ryan Wagoner
Executive Director, CTESOA

5.24.21

Date

D. Proposal Narrative

1. Plan for Required Services

Plan for Ambulance Services

D.1.a) Describe the plan for providing all vehicles, equipment, and systems (other than the radio infrastructure) necessary to perform the services identified in the RFP, including the number of vehicles that will be provided and how those vehicles will meet the unique challenges of the CSA 3 Service Area:

The California Tahoe Emergency Service Operations Authority (CTESOA) is the incumbent provider to County Service Area (CSA) #3 and has been for 20 years. Because of this intimate relationship with the service area and existing operating program, providing vehicles, equipment, and systems would be seamless should the CTESOA be awarded the service contract.

VEHICLES

For the purpose of providing Advanced Life Support (ALS) ground ambulance service response to CSA #3 on a continuous 24-hour per day, seven days per week basis, the CTESOA owns and maintains a fleet of six Type-I four-wheel drive ambulances with remountable medical modules. The ambulances provide exclusive transportation of emergency, non-emergency, inter-facility transfers (IFTs) and critical care ground ambulance patients throughout the operational area, as well as stand-by coverage for special events, reasonable mutual aid services and special contract services.

Three of the aforementioned ambulances are staffed as first-out units, 24-hours a day, seven days a week. One is staffed as a part-time ALS ambulance during peak deployment times or when deemed advantageous for IFTs. Another ALS ambulance is cross-staffed from Station 7 when circumstances or ambulance coverage needs immediately require an additional ground transport unit. Additionally, two units are kept in reserve status and maintained to first-out capability.

CTESOA deployment can be augmented by mutual aid cooperators' ALS ambulances. To supplement services rendered to constituents, agreements are in place to provide non-transporting ALS services. See **Appendix D** for the agreements between CTESOA and member agencies for transport or non-transporting ALS services. See **Appendix N**: Lake Tahoe Regional Fire Chiefs Association Mutual Aid for agreement outlining the designated agencies and mutually agreed upon mutual aid services.

Attached is a detailed description outlining CTESOA ambulance specifications currently in use and the features supporting operations under the unique challenges of CSA #3 (**Appendix J**: CalTahoeAmbulanceSPEC2017). Each apparatus is four-wheel drive and is equipped with safety



Figure 2. CTESOA Ambulance Front View



Figure 3. CTESOA Ambulance Side View



Figure 4. CTESOA Ambulance Rear View

features including heavy-duty shock absorbers front and rear, front and rear stabilizer bars, four-wheel anti-lock braking system, high capacity defroster, dual airbags, reduced sound package, Insta-chains, back up alarm, interior/exterior grab bars, and electric power operated locking gurneys. Currently all ambulances adhere to all vehicle marking requirements as described in El Dorado County RFP #21-990-036, Exhibit A, Appendix D, “Vehicle Markings.” No other vehicles will be used to fulfill the requirements of the contract.

Charts that detail the current ambulance age and mileage are included in the appendix (see **Appendix J: Ambulance Tracking** updated 2021). Ambulance modules are re-mounted onto a new chassis after 150,000 miles. Service modules are replaced as often as determined necessary because of service life limitations and evolution of ambulance service technology and design (see **Appendix J: CTESOA_RemountPlan**).

Due to the adverse conditions within CSA #3 and associated maintenance challenges, it is the policy of the CTESOA to maintain a comprehensive Apparatus Preventative Maintenance Program. The CTESOA’s mechanic shall be responsible for the implementation and continuation of this program. See **Appendix J** for the Lake Valley Fire Protection District (LVFPD) 2019 Maintenance Agreement. All fire and ambulance apparatus are maintained in prime operating condition to assure the safety of emergency personnel and the public (see **Appendix J: CTESOA_Remount Plan**).

Ambulance drivers shall be responsible for assuring that all daily apparatus checks are performed as required and recorded on the appropriate forms. Apparatus checks are performed daily and the results will be recorded on the Daily Checklist sheet. Monthly apparatus checks will be performed and recorded on the Monthly Checklist.

See **Appendix J: Cal Tahoe Ambulance Maint Plus Checklist 2019** for copies of Daily and Monthly Checklists. Annual reports are not produced because daily and monthly checks are continually completed and reported. All apparatus and maintenance reports records are kept for a minimum of three years.

All necessary repairs will be done immediately by on-duty personnel, if the repair is within the scope of their expertise. If repair cannot be immediately made, a description of the trouble will

be written on an Apparatus Malfunction and Maintenance Report or in the Apparatus Log and reported to the operations manager, station captain, senior personnel or Fleet Manager/Master Fire Mechanic. Discretion is left to any of the aforementioned personnel to affect emergency repair of apparatus through other sources if the situation warrants. When significant repairs are performed on any apparatus, an Apparatus Malfunction and Maintenance Report will be completed. All repairs shall be done by the Fleet Manager/Master Fire Mechanic or their qualified designee.

A Daily and Monthly Service Checklist will be completed for all apparatus as the services are completed. The mechanic shall maintain the summary report up-to-date and keep the operational officers informed as to the status of all apparatus service and repairs.

As previously mentioned, the CTESOA employs ambulances designed to meet the unique challenges of CSA #3. With these ambulances, the CTESOA has historically proven to provide exceptional service to the constituents of CSA #3.

EQUIPMENT

The specific items of equipment carried on each ambulance will, at a minimum, include all of the items required per the El Dorado County EMSA policy "ALS Unit Minimum Equipment Inventories" (A: EDC ALS Unit Min. Inventory). However, the CTESOA is currently supplying their ALS ambulances with equipment that goes beyond the minimum scope, including Stryker Power-LOAD gurneys, AutoPulse Resuscitation System and King Vision® video laryngoscope. Additionally as a result of COVID-19, CTESOA have upgraded new ambulances by sealing the box from the cab and adding Luminaire Infrared Light Decontamination. Major equipment items (mobile and handheld radios, monitors/defibrillators, AutoPulse and ambulance gurneys) have been purchased and are maintained under maintenance agreements with the respective manufacturers. The CTESOA commits to maintenance and repair of all major items of equipment by manufacturer-approved technicians according to factory standards.

SYSTEMS

RADIOS

CTESOA currently operates on a legacy repeated VHF radio system. The VHF system is maintained by the member agencies. All EMS and fire units are equipped with mobile and hand-held radios capable of frequencies to interact with the Communication Center, member agencies and mutual aid cooperators. These VHF radios are preprogrammed with the required operational frequencies and a communication book is available on each unit detailing the specific channels in each group and their associated frequencies, as well as a map of repeater locations.

CTESOA member agency, South Lake Tahoe Fire Rescue is currently upgrading our communication system with a project completion planned for the third quarter of 2022. South Lake Tahoe Public Safety Radio System Replacement project is a 4.7 million dollar project funded by a voter approved sales tax increase and will provide enhanced coverage for first responders. The System will be a state of the art VHF 4 site 5 channel system that encompasses police, fire and public works. The technology will include core infrastructure as well as end user

radios that focus on interoperability. System coverage and functionality will far surpass what is currently in place including redundancy for continued functionality during catastrophic events. The system will provide pathways for Automatic Vehicle Locate (AVL) data over the radio that will enhance the Dispatch functionality with the inclusion of a new Computer Aided Dispatch (CAD) System that will be a parallel upgrade project assisting the South Lake Tahoe Fire and Police Communication Center with CAD recommendations based on closest unit, call type and pre incident plans. This will in turn reduce response times by selecting the closest appropriate resource, providing a quicker overall response.

CTESOA operates on a UHF legacy med-radio system for Base Hospital contact with Barton Health (Med 1 to Med 10). All CTESOA units have UHF mobile radios installed as well as hand-held radios, and Barton Hospital replaced its base station back in 2011. These UHF radios are state of the art safety-rated radios for the enhancement of CTESOA's communications capability for ambulance to hospital, ALS medical control, and vehicle to vehicle communications. In the event of Med-Net failure, a cellular telephone is maintained on each unit for Base Hospital contact. A sufficient supply of back-up radios are available through the CTESOA in the event of breakdown, maintenance, and/or disaster events.

EMERGENCY ALERTING DEVICES

For the purpose of alerting EMS personnel to an activated emergency response, IFT, or critical care transport (CCT), specific tones have been established to alert the desired units prior to the Communication Center verbally notifying units over the radio. When a call is generated during nighttime hours, crew quarter lights have been programmed to turn on automatically. This assists in waking up the responding personnel prior to call information being dispatched by the Communication Center.

To supplement this primary alerting system, CTESOA personnel are provided access to Active911®. Active911® is an application that can be utilized on WiFi or mobile data accessible devices, providing emergency pages generated by the Communication Center. These emergency pages provide the type of emergency call being generated (i.e., medical, structure fire, firefighter assist, etc.), the address, time 911 call received, cross streets, notes, and an external link to provide navigation.

In the event of system recall, personnel are given access to the eDispatch® mobile app. The eDispatch® application allows personnel to use their cell phones as a tone and voice pager. Authorized personnel can send out mass messages (text or voice notification) to off-duty personnel for system recall and/or specific announcements. This service is capable of contacting mobile devices, as well as landlines. Additionally, it allows for call repeat/rewind, mapping/routing and live continuous radio streaming.

CREW QUARTERS/ADMINISTRATIVE OFFICES

The CTESOA is currently in the process of building a facility for ambulance staff and management. The first phase of the remodel will update the building to accommodate ambulance staff and management, a decontamination room, a kitchen, a dining area, and HVAC at a cost of \$515,000. The CTESOA issued an RFP for a building remodel in March of 2021 and work should begin this summer. The CTESOA is committed to housing all EMS assets within the snow boundaries of CSA #3 so they may be accessed during call back situations or large mass casualty incidents. The CTESOA will require additional funding from the County to complete phase 2. Phase 2 is needed to bring the County building up to an essential service building code as well as the addition of garage bays for 3 ambulances. The Lake Valley Fire Protection District (LVFPD), a transporting agency under the CTESOA house their ambulance personnel and administrative staff at the aforementioned fire station located in Meyers, CA.

D.1.b) Describe the plan for meeting clinical requirements and staffing the ambulance units with qualified personnel:

For the past 20 years California Tahoe Emergency Services Operations Authority (CTESOA) has met all clinical requirements for staffing ambulances. CTESOA shall continue to staff ambulance units with qualified personnel through proper employee vetting, training and quality improvement.

All new CTESOA EMTs and Paramedics are thoroughly vetted prior to hiring. To ensure that all personnel are physically and mentally fit to serve in the pre-hospital care capacity, all individuals offered employment shall be required to submit to a pre-employment medical examination and controlled substance test at CTESOA expense. The examining medical provider will be provided a description of the job involved to assist in a determination of the individual's fitness to work.

Employment will not occur if a positive controlled substance test result is certified or if a qualified physician does not certify the individual as fit to perform the type of work required by the position applied for. Employment will not occur if the individual refuses to cooperate in the examination and testing.

Employees are also required (as a condition of continued employment) to undergo periodic medical examinations, physical tests, and alcohol and drug screening at times specified by CTESOA, and as required pursuant to CTESOA drug and alcohol testing policies and procedures. Employees may also be required to have a medical examination on other occasions when the examination is job-related and consistent with business necessity. For example, a medical examination may be required when an employee is exposed to toxic or unhealthful conditions, requests an accommodation for a particular disability, or has a questionable ability to perform essential job functions due to a medical condition.

Medical examinations required by CTESOA will be paid for by CTESOA and will be performed by a physician or licensed medical facility designated or approved by the CTESOA. It should be understood that CTESOA receives a full medical report from its examining medical providers regarding the applicant's or employee's state of health. Medical examinations paid for by CTESOA are the property of the CTESOA, and the examination records will be treated as confidential and kept in separate medical files. However, records of specific examinations, if required by law or regulation, will be made available to the employee, persons designated and authorized by the employee, public agencies, relevant insurance companies or the employee's doctor.

Prior to employment all personnel participate in the El Dorado County (EDC) approved accreditation process with an approved Field Training Officer (FTO). The CTESOA and member agencies currently staff six El Dorado County EMS Agency Medical Director approved FTOs. Clinical performance must be consistent with local medical standards and protocols. The CTESOA operates under and mandates employee compliance with the regulations set forth by the State of California Health and Safety Code, Division 2.5 and California Code of Regulations, Title 22, Division 9. Employee adherence to EDC EMS Agency Policies, Procedures, and Field Treatment Protocols and clinical performance standards are ensured through periodic performance evaluations by the Operations Manager or EMS Specialist, and the established Continuous Quality Improvement (CQI) process described in this section below. Additionally, new Paramedics will be required to participate in a "New Paramedic Training" program.

All ALS ambulances shall consist of two (2) medical personnel in the following configurations:

- Two (2) California state licensed and EDC accredited paramedics, and/or;
- One (1) California state licensed and EDC accredited paramedic, and one (1) certified and EDC accredited EMT-1.

The CTESOA strives to employ two paramedics on an ambulance whenever possible. See **Appendix C** for the personnel roster of current ambulance staff.

The CTESOA requires that employees attend sufficient continuing education sessions to assure that they maintain their appropriate licenses/certifications and continue to meet local requirements for their respective positions. In general, the agencies provide in-house opportunities for continuing education and deliver sufficient educational programming that individuals meet or exceed all relevant certification requirements. For Paramedic personnel, they will be required to obtain and maintain current Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), and International Trauma Life Support (ITLS). The CTESOA maintains records of all EMS training, continuing education and skills maintenance and are available upon request.

A list showing current employees of each of the member agencies with their EMS certification level also appears at the end of this section (or see **Appendix C**). These tables show that the CTESOA has made a commitment to excellence in emergency medical care through maintenance of a high degree of training and proficiency for all of their personnel. Additional

personnel hired as a result of this contract will only strengthen the existing experienced and well-qualified workforce.

Table 2. Cal Tahoe JPA (CTESOA) Personnel Roster including position and license number.

Last Name	First Name	Position	EMT/P #
Anderson	Cameron	EMT-1	E151454
Amador	Michael	Paramedic	P40071
Arkell	Dalton	EMT-1	E155091
Cherne	Nicholas	Paramedic	P42110
Carlson	Charles	EMT-1	E139004
Chabot	Curtis	Paramedic	P42223
Corsa	Richard	EMT-1	E137438
DeVore	Sarah	EMT-1	E106966
Dube	Jeff	EMT-1	E105647
Dorr	Steven	EMT-1	E160414
Dunn	Eric	EMT-1	E149888
Goodwin	Corey	Paramedic	P42416
Kucich	Patrick	Paramedic	P41180
Lipman	Mason	EMT-1	E147585
Johnson	Kristie	Paramedic FTO	P36993
Kieffer	Matt	Shift Lead/Paramedic FTO	P34078
Kirby	Fallon	Shift Lead/Paramedic FTO	P36372
Schroeder	Karissa	Paramedic	P41940
Slager	Melissa	EMT-1	E154389
Riedel	Carley	Paramedic	P39475
Story	Colton	Paramedic	P42417
Wagoner	Ryan	Executive Director	N/A
Galvan	Kayla	Office Administrator	N/A

Table 3. Lake Valley Fire Protection District (LVFPD) Personnel Roster including position and license number.

Last Name	First Name	Certification	ID Number
Zlendick	Brad	EMT-1	E031423
Anderson	Luke	Paramedic	P24509
Anderson	Mike	Paramedic	P28411
Anton	Chris	Paramedic	P32529
Bojsen-Moller	Jan	Paramedic	P24920
Booker	Benjamin	EMT	E141504
Carey	Andrew	Paramedic	P36038
Coats	Jon	Paramedic	P36223
Corbett	Wade	Paramedic	P35406
Cordray	Corey	Paramedic	P41061
Gasporra	Anthony	Paramedic	P21768
Goldberg	Martin	EMT	E071429
Heng	Chris	Paramedic	P32298
Hagenbach	Nathan	Paramedic	P20862
Jackson	Theodore	Paramedic	P23987
Labrado	Kileigh	Admin/HR	N/A
LaChapelle	Dusty	Paramedic	P26548
Long	Wesley	Paramedic	P28407
Malone	Charles	Paramedic	P22346
Nerdahl	Matt	Paramedic	P25700
Pevenage	Steve	Paramedic	P04848
Pierce	Brian	Paramedic	P27114
Quinn	Perry	Paramedic	P17996
Sessions	Andrew	Mechanic	N/A

Schnaible	Neil	EMT	E131061
Stephen	Chad	Paramedic	P17509
Yuzbick	Dylan	Paramedic	P34948

Table 4. Fallen Leaf Fire Department (FLFD) Personnel Roster.

Last Name	First Name	Position
Gerren	Gary	Fire Chief
Roach	Mike	Asst. Fire Chief
Palaroan	Albert	Captain
DeMarta	Anthony	Captain
5 positions		Volunteers
16 positions		Contract Firefighters

Table 5. South Lake Tahoe Fire Rescue (SLTFR) Personnel Roster including position and license number.

Last Name	Position	Certification	Certification Number
Savacool	Fire Chief	Paramedic	P15521
Anderson	Captain	EMT-1	E006023
Asbury	Captain	Paramedic	P17358
Bailey	Captain	Paramedic	P24384
Benavidez	Engineer	EMT-1	E004400
Berthinier	Firefighter	Paramedic	P38660
Callejo	Firefighter	Paramedic	P40264
Cawelti	Engineer	Paramedic	P27224
Davis, B	Captain	Paramedic	P26773
Davis, M	Firefighter	Paramedic	P26773
Drennan	BC	EMT-1	E005116

Gebhardt	Firefighter	Paramedic	P38524
George	Captain	Paramedic	P17717
Grasso	Firefighter	Paramedic	P39461
Hambel	Engineer	EMT-1	E025358
Hubbard	Firefighter	Paramedic	P40541
Jack	Captain	Paramedic	P26601
Jones	Firefighter	Paramedic	P35339
Keys	Captain	EMT-1	E052748
Koeppen	BC	EMT-1	E000723
Longoria	Firefighter	Paramedic	P40772
Manning	BC	EMT-1	E018539
Martinez	Captain	Paramedic	P26031
Mileski	Engineer	Paramedic	P24649
Monday	Engineer	EMT-1	E004341
Mudrik	Firefighter	Paramedic	P37525
Printz	Firefighter	Paramedic	P35164
Reginato	Firefighter	Paramedic	P33177
Renner	Engineer	Paramedic	P32532
Sturdivan	Firefighter	Paramedic	P36026
Szendrey	Firefighter	Paramedic	P40984
Taormina	Captain	Paramedic	P31216
Vallejo	Engineer	Paramedic	P32827
Vankirk	Engineer	Paramedic	P31772
Wildman	Firefighter	Paramedic	P23120
Wilvers	Firefighter	Paramedic	P31336
Winter	Firefighter	Paramedic	P27805
Open position	Firefighter	Paramedic	-----

The CTESOA helped develop and has implemented a comprehensive CQI program for 2019, which has been adopted by El Dorado County EMS Agency (see **Appendix L**). Currently, CTESOA conducts a 100% review of all Patient Care Reports (PCRs). In addition to the “CQI Plan 2019,” a supplemental document has been developed specific to CTESOA personnel to help bolster the CQI process and associated benefits.

All of the member agencies have also made a commitment to internal career development. For example, the CTESOA is currently providing a stipend to employees for the purpose of Paramedic training as an opportunity to enhance their education and improve the level of service provided.

D.1.c) Describe the plan for responding to calls across the priority spectrum within the required response times, including a plan for addressing reassignment en route, upgrades/downgrades, and response outside CSA 3:

RESPONSE TO CALLS IN CSA #3

The California Tahoe Emergency Services Operations Authority (CTESOA) current plan for responding to calls across the priority spectrum within the required response times. CTESOA’s system-wide response time compliance for urban, semi-rural, rural and wilderness transports exceeds the 90% compliance. CTESOA’s plan includes staffing three ambulances 24 hours per day, seven days a week. All three ambulances will respond to all priority calls as defined below and in the required response time as outlined in RFP #21-990-036.

Table 6. Response Priorities as outline in RFP #21-990-036

Priority	Definition
1	Life Threatening Emergencies
2	Non-Life-Threatening Emergencies
3	Urgent (Or Emergency Transfer from Healthcare Facility)
4	Scheduled Transfer (4-hour Advance Notification)
5	Unscheduled Transfer
6	Critical Care Transport

All three staffed ambulances will follow a rotation, starting with Medic 1, for all Priority 4, 5, and 6 request. The next ambulance on rotation or closest resource will take Priority 3 request. CTESOA’s intends to continue staffing a part-time ambulance for 911 and inter-facility transfers (IFTs) during peak times and days. Medic 2, the part-time ambulance, will take all Priority 4, 5, and 6 request.

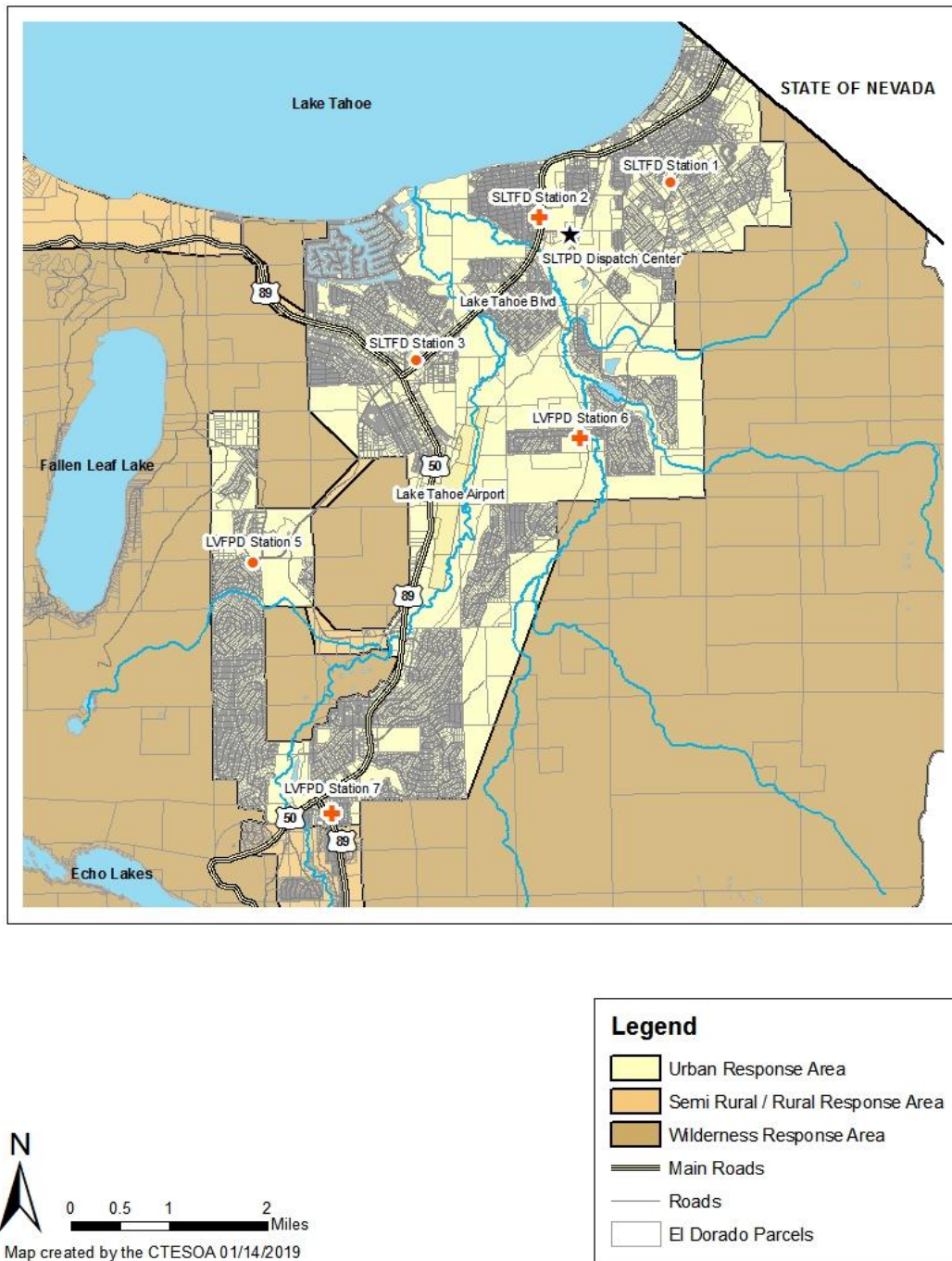


Figure 5. Map of CTESOA Fire Station Location within County Service Area #3

Figure 5 above depicts CTESOA ambulance station locations within CSA #3. Two Advanced Life Support (ALS) ambulances are staffed with either one Paramedic and one EMT-1, or two Paramedics and available from CTESOA Headquarters (3066 Lake Tahoe Blvd, South Lake Tahoe). Currently the third ambulance is staffed with Firefighter/Paramedics from Lake Valley

Fire Protection District (LVFPD) Station #7 (2211 Keetak St, Meyers). The fire-based LVFPD ambulance shall respond to all Priority 1 and 2 calls in semi-rural, rural and wilderness areas where fire rescue trained personnel are essential to our success. The part-time ALS ambulance is staffed with one Paramedic and one EMT-1 and is available from the CTESOA Headquarters. Furthermore, two units are kept in reserve status and maintained to first-out capability.

CTESOA deployment can be augmented by mutual aid cooperators' ALS ambulances. CTESOA has mutual agreements with Tahoe Douglas Fire Protection District, North Tahoe Fire Protection District, East Fork Fire Protection District and El Dorado County Fire Protection District which are also able to provide ALS ambulances. To further supplement services rendered to constituents, agreements are in place to provide non-transporting ALS services.

In order to best utilize resources and meet response time requirements across the priority spectrum, the CTESOA has established system status levels based on available ambulances. System status levels have been established to provide guidance on the management of the organization's resources to maximize effectiveness for Geographic Service Area (GSA) coverage and response times. The Communication Center, member agency Battalion Chief and/or CTESOA's Operations Manager has the authority to deviate from this guidance depending on the circumstances. CTESOA deploys three (3) medic units, 24/7/365 to cover CSA #3. System status levels are referred to as either "Green," "Yellow," or "Red" and are described below:

Green: Medic-1, Medic 2, Medic-3 and Medic-7 are available within the GSA for Priority 1, 2, 3, 4, 5, and 6 request types. Green is the highest of our system status levels. Cal Tahoe maintains three fully staffed and equipped ALS ambulances in our service area, 24 hours per day, seven days per week, and 365 days per year. In addition, during times of peak call volume, Cal Tahoe staffs one additional medic unit. This status level is referred to as "Green", prior to any draw down from any priority request type.

Blue: Three medic units are available within the "Geographic Service Area" for Priority 1, 2, 3, 4, 5, and 6 request types at the time of dispatch. Blue is the maximum drawdown of resources that allows Cal Tahoe to meet our CONTRACT response time requirements as noted in the CONTRACT for Priority 1, 2 and 3 request types.

Yellow: Two medic units are available within the GSA for Priority 1, 2 and 3 request types.

Red: One medic unit is available within the GSA for Priority 1, 2 and 3 requests and posted at the intersection of US Highway 50 and State Route 89 in the City of South Lake Tahoe, commonly referred to as "the Y".

System status levels have been established to provide guidance on the management of JPA resources to maximize effectiveness for GSA coverage and response times. The Communication Center or the member agencies have the authority to deviate from this guidance depending on the

circumstances. CTESOA deploys three (3) medic units, 24/7/365 and one (1) medic unit 12/7/240 to cover CSA 3.

The system has the capacity to staff additional medic units for disaster events, mutual aid, automatic aid, long distance transfers, system drawdown, and to stand-by at special events. The system is very fluid and medic unit status can run the spectrum of medic unit availability.

As the system is drawn down from available medic units, it is essential that a strategic move-up be implemented to maintain coverage from the core of the service area, from which a medic unit can be deployed for a timely and efficient response.

Patient Transfers

CTESOA provides ALS services for patient transfers between Barton Hospital and a variety of higher level of care facilities with destinations outside of the Tahoe Basin.

1. Emergency transfer requests are to be considered “Priority-3 urgent” with a 15 minute response time. These emergency transfer requests include transport of flight crew from airport to hospital, and back to the airport. Emergency transfer requests will not be delayed due to unavailability of the “up” agency or commitment of resources to other incidents or IFTs.
2. Scheduled, unscheduled or Critical Care Transfer (CCT) IFT requests “Priorities 4, 5 and 6”, shall be filled with a medic unit that is up in rotation for IFT response. An exception would be a transfer to home within the Geographical Service Area, where the jurisdiction having authority will handle the transfer and will not count as an IFT since it is not between facilities.
3. In the event of multiple IFT requests, CTESOA will do its best to accommodate the requesting facility, while maintaining our ability to provide effective and efficient 911 services. This can be accomplished by the hospital coordinating with the Operations Manager and Battalion-7 to coordinate available resources to their prioritized needs..
4. In the event CTESOA is unable to meet the established maximum response time for any Priority 3, 4, 5 or 6 request for service, the CTESOA Operations Manager or LVFPD Battalion Chief will contact the Communication Center to provide an updated estimated time of arrival. The Communication Center will then provide the entity requesting service a reasonable estimate of the time that the unit will arrive and the reason for the delay.

Upgrade, Downgrade and Cancellation of Responding Units:

First responders en-route to or on-scene of a prehospital emergency incident may request a change in the response of responding units. All such requests will be routed through the Communication Center. In order to upgrade, downgrade or cancel responding units CTESOA follows these guidelines:

- First responders en-route or on-scene with a patient shall request an upgraded response upon determination that a life threatening condition exists, or that any delay in transport or arrival of ALS may impact patient outcome
- First responders on-scene with a patient may request a downgraded response of an ambulance after determining that no life-threatening condition exists and that the time saved from lights and siren use would not likely impact patient outcome.
- First responders shall cancel other responding units when: it is determined that the patient is not at the scene; or the patient is determined dead and cardiopulmonary resuscitation (CPR) is withheld or terminated in accordance with El Dorado County EMS Agency Field Policy, Determination of Death; or transport personnel arrive first and determine that no assistance is necessary from other responders.
- After completing the primary and secondary patient exam and establishing the chief complaint, an ALS first responder may cancel the responding transport unit if it is determined that the patient will not be transported by ambulance.

Response outside CSA #3

Occasionally, a mutual aid request will come from Alpine County (those parts outside CSA #3) or Tahoe Douglas Fire Protection District (TDFPD) for CTESOA ALS ambulances to respond outside of CSA #3 in accordance with mutual aid agreements (see **Appendix N**). In this instance, the request will be routed through the Communication Center who will then dispatch the closest available unit. The dispatched unit will advise the Communication Center when en-route and changing to the appropriate radio frequency for either Alpine County or TDFPD. Once the responding unit is in the area of the mutual aid requester, radio contact will be made with the appropriate Communication Center for the area over the appropriate frequency to advise availability for assignment or en-route to incident location. CTESOA is not required to unreasonably deplete its emergency resources. In the event CTESOA is unable to respond to mutual aid requests if such response is in conflict with a response in the Primary Response Area the Communication Center will be notified and, in turn, notify the requesting agency.

D.1.d) Describe the plan for establishing procedures and training for response staff:

An effective system begins with highly trained and experienced personnel. Apart from the El Dorado County EMS Agency required accreditation procedure, new personnel are required to go through an orientation and training program prior to starting as an independent, unsupervised EMS provider. This new employee training program provides various training resources and reference guides along with additional field training and area familiarization that will help assimilate employees to operations within County Service Area #3. The CTESOA employees follow policies and procedures as outlined in the Employee Handbook (See **Appendix B** 2020 Employee Handbook). CTESOA is dedicated to providing a robust training program that expands the knowledge, experience and skills of its employees.

For continuing education, the CTESOA utilizes the Target Solutions online management training system. Target Solution provides state and local public safety mandated training with more than 1,000 online courses for public entities. It enables us to streamline our organization's completion of training and compliance tasks with 24/7 online convenience. Target Solutions delivers training that decreases workplace accidents, minimizes lost work days, and reduces workers' compensation claims. Target Solutions ensures every hour of classroom and hands-on skills training is tracked with a records management software. Furthermore, it makes training management less stressful with innovative technology built for public safety professionals and reduces out-of-service man hours, fuel costs and overtime.

The National Highway Traffic and Safety Administration analyzed data over a 20-year period and found that each year, the nation averages 29 fatal crashes involving an ambulance, resulting in an average of 33 fatalities annually. CTESOA has never experienced a fatal accident with its ambulances. The CTESOA takes emergency driving operations (Code 3) driving seriously, especially in adverse weather conditions as experienced in CSA #3. Lake Valley Fire Protection District (LVFPD) offers all CTESOA employees an annual Emergency Vehicle Operations Course (EVOC). The course provides each employee with the latest information about emergency vehicle operation through a four-hour classroom setting and a manipulative emergency driving course. The material covered in the classroom portion includes, but is not limited to, rules of the road, safe driving practices, and accepted emergency driving techniques. The manipulative portion of the course provides the opportunity to practice basic and emergency maneuvers through a series of standardized courses. The EVOC program allows employees to operate each piece of equipment in various driving situations in a controlled environment. In addition, a winter driving component is added to the course which allows employees to practice maneuvering a large vehicle in icy conditions - a condition which frequently occurs. The current EVOC course meets the requirements for El Dorado County's annual mandatory Ambulance Drivers EVOC course. (**Appendix M:** EVOC Evaluation Forms)

D.1.e) Describe the plan for providing all necessary equipment, first responder equipment, and supply replenishment:

As the current provider, the CTESOA has the necessary equipment and first responder equipment. The CTESOA employs Operative IQ developed by EMS Technology Solutions, LLC for supply replenishment. Operative IQ is managed by the CTESOA's Operations Manager. Operative IQ keeps track of all our inventory across multiple apparatus and supply caches. Operative IQ tracks lot numbers and expiration dates for perishable items. The CTESOA's Operations Manager has established maximums and reorder minimum points for each supply cache to ensure product availability and complete visibility across a distributed supply chain. Operative IQ allows the CTESOA to save time and money with streamlined processes that reduce stocking issues, manage expiration dates and generate purchase orders based on supply usage under current compliance requirements. Operative IQ uses role-based security and purchasing approvals to control who can order and ensure compliance. The CTESOA maintains records for all assets from the date of purchase to the day they are decommissioned.

D.1.f) Describe the deployment model and the initial coverage plan estimated to be sufficient or in excess of the performance standards that will be implemented as a part of the System Status Management Plan, as indicated in Section II - Scope of Services, B. Service Provisions, #4. System Status Management:

The California Tahoe Emergency Services Operations Area's (CTESOA) approved System Status Management Plan facilitates communication and coordination between varying agencies and disciplines, identifies roles and responsibilities of each contributing agency, and provides guidance on medic unit operations that will achieve superior performance through timely and effective deployments in accordance with Section II - Scope of Services, B. Service Provisions, #4. System Status Management. The CTESOA continually makes improvements to the current Contract for Prehospital Advanced Life Support, Ambulance and Dispatch Services, between the County and the California Tahoe Emergency Services Operations Authority (See **Appendix N: SSMP 2021**). Highlights of CTESOA's SSMP that pertain to deployment and coverage described in this section.

Two Advanced Life Support (ALS) ambulances are staffed with either one Paramedic and one EMT-1, or two Paramedics and available from CTESOA Headquarters Station (3066 Lake Tahoe Blvd, South Lake Tahoe). The third ambulance is staffed with Firefighter/Paramedics from Lake Valley Fire Protection District (LVFPD) Station #7 (2211 Keetak St, Meyers). The fire-based LVFPD ambulance shall respond to all Priority 1 and 2 calls in semi-rural, rural and wilderness areas where fire rescue trained personnel are essential to our success. The part-time ALS ambulance is staffed with one Paramedic and one EMT-1 and is available from CTESOA Headquarters Station. An additional ALS ambulance is cross-staffed by LVFPD from Station #7 (2211 Keetak St, South Lake Tahoe) personnel when circumstances or ambulance coverage needs require additional ground transport units. Furthermore, two units are kept in reserve status and maintained to first-out capability. The CTESOA Geographic Service Area (GSA) consists of El Dorado County County Service Area #3 and portions of Alpine County, as specifically identified on the following maps.

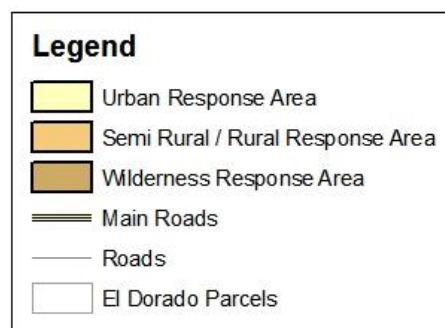
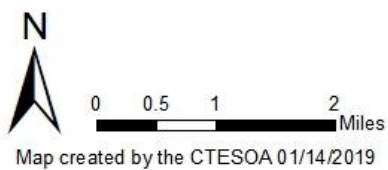
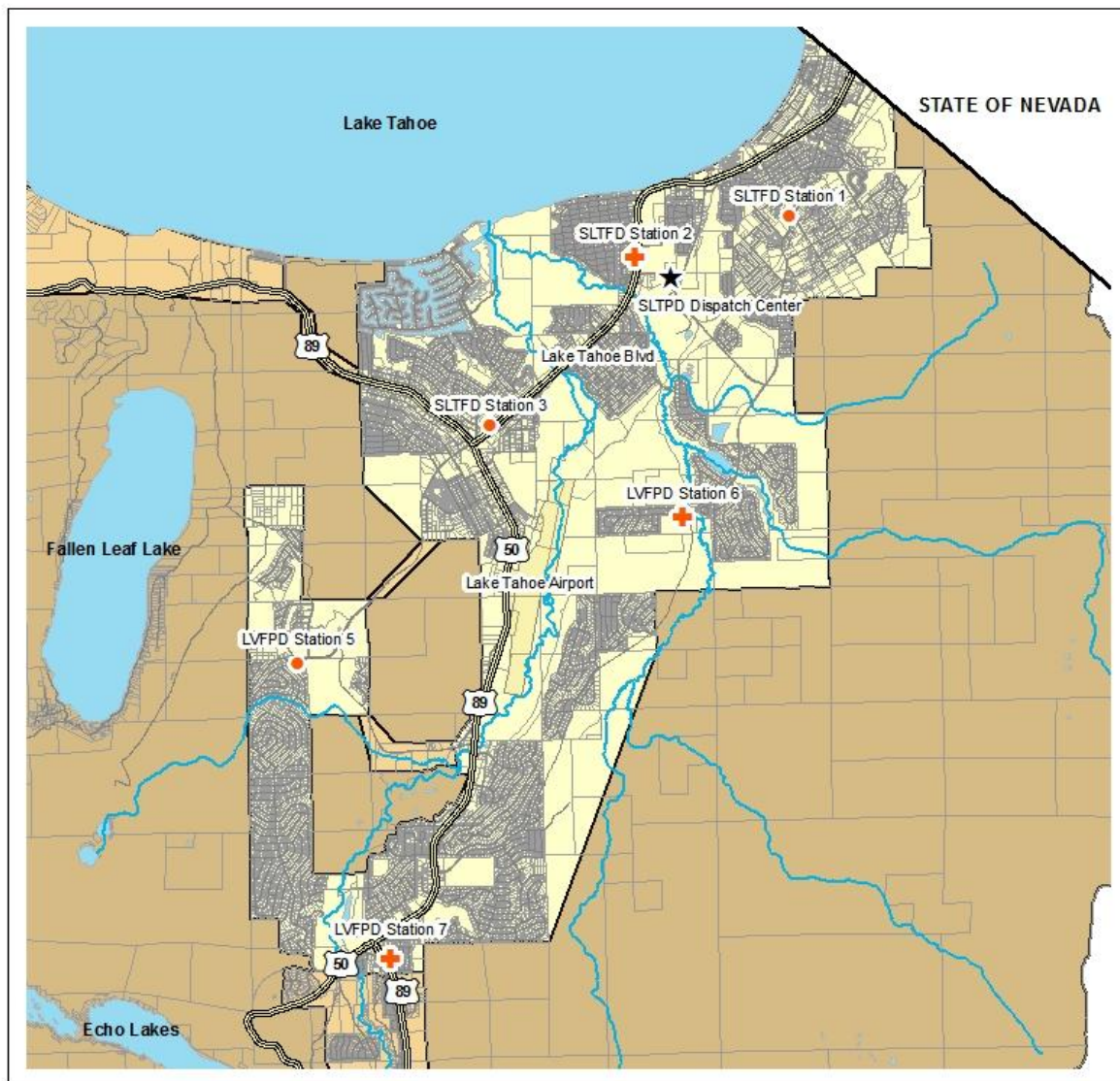


Figure 6. Map of CTESOA Geographic Service Area (GSA) Denoting Urban, Semi Rural/Rural and Wilderness Response Areas

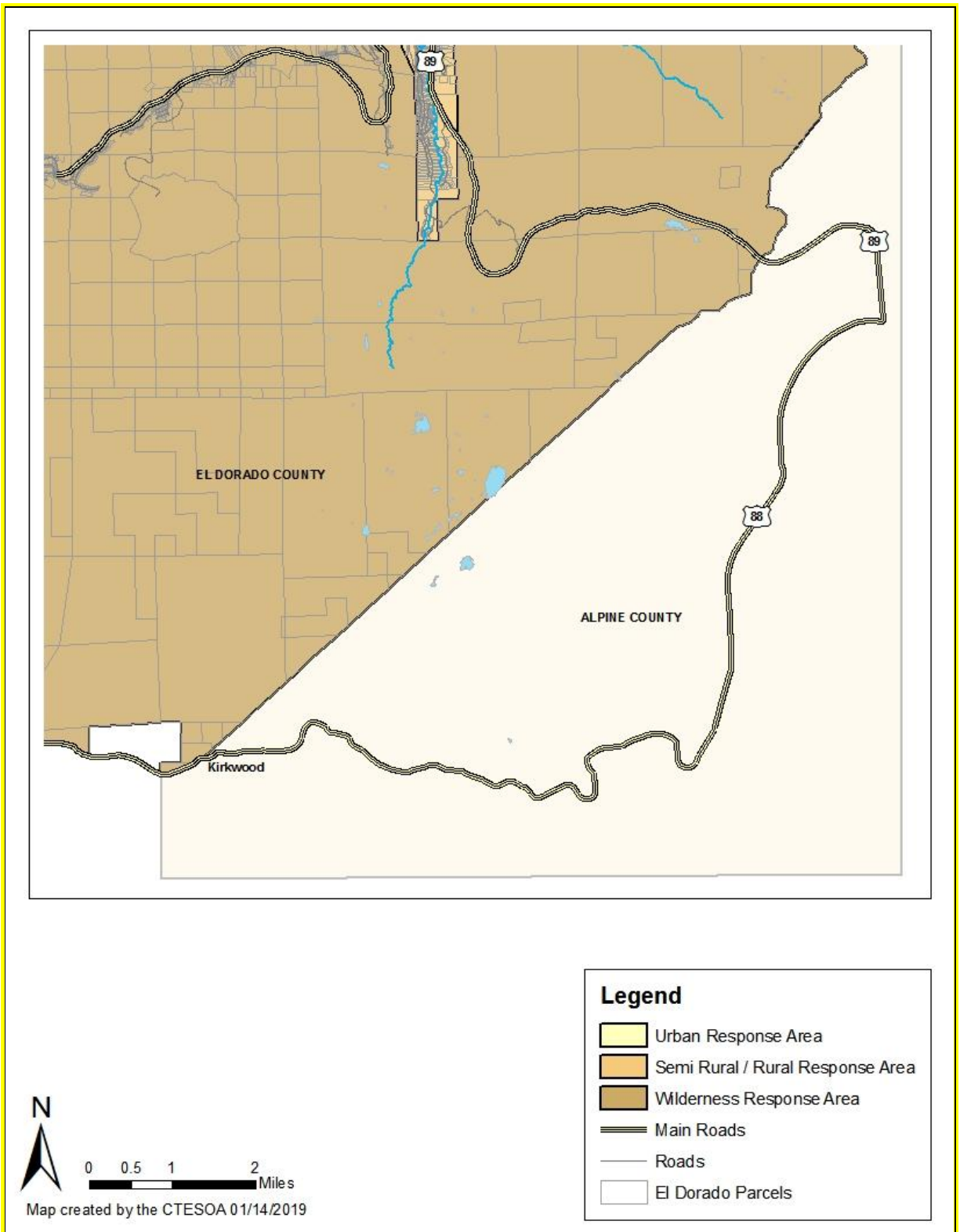
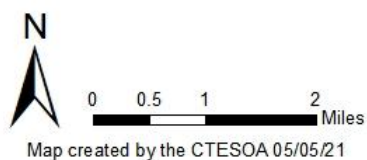
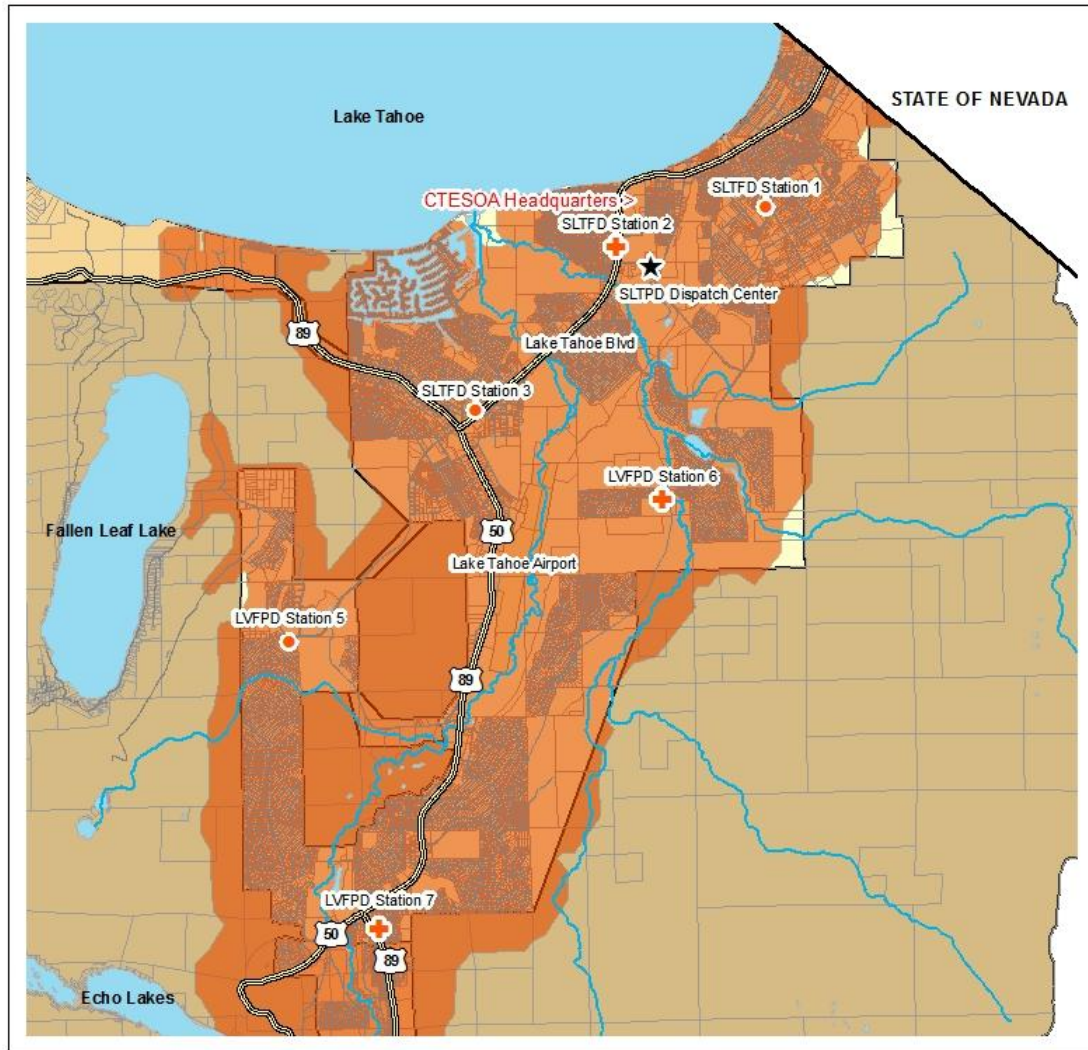


Figure 7. Map of Alpine County Service Area included within County Service Area #3

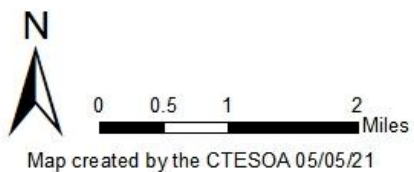
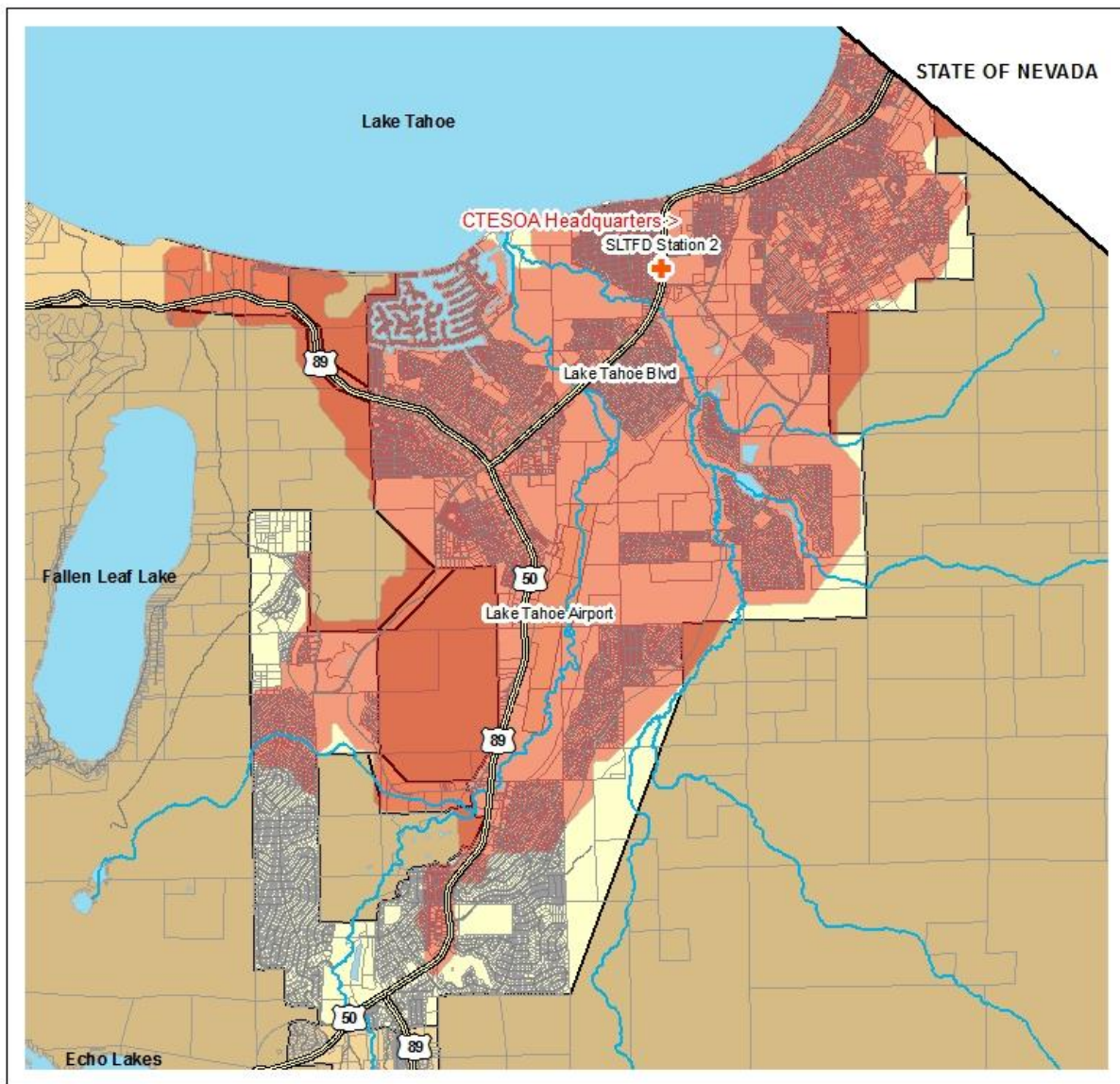
CTESOA ambulance station locations satisfy all Priority 1 ten-minute response time requirements for the defined areas of the county. Figure 8 below is a display of the ten-minute response time coverage for Medic 1, 3 & 7 when all units are available in quarters.



Legend

- Urban Response Area
- Semi Rural / Rural Response Area
- Wilderness Response Area
- Ambulance 10 Minute Response
- Main Roads
- Roads
- El Dorado Parcels

Figure 8. Map of CTESOA Medic 1, 3 & 7 Ten-Minute Response Area



Legend

- Urban Response Area
- Semi Rural / Rural Response Area
- Wilderness Response Area
- CTESOA Headquarters 10 Minute Response
- Main Roads
- Roads
- El Dorado Parcels

Figure 9. Map of CTESOA Medic 1 & 3 Ten-minute Response Area

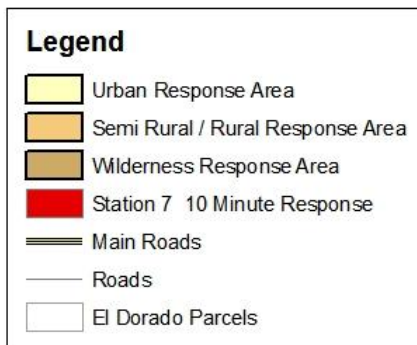
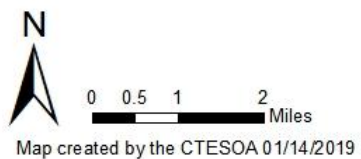
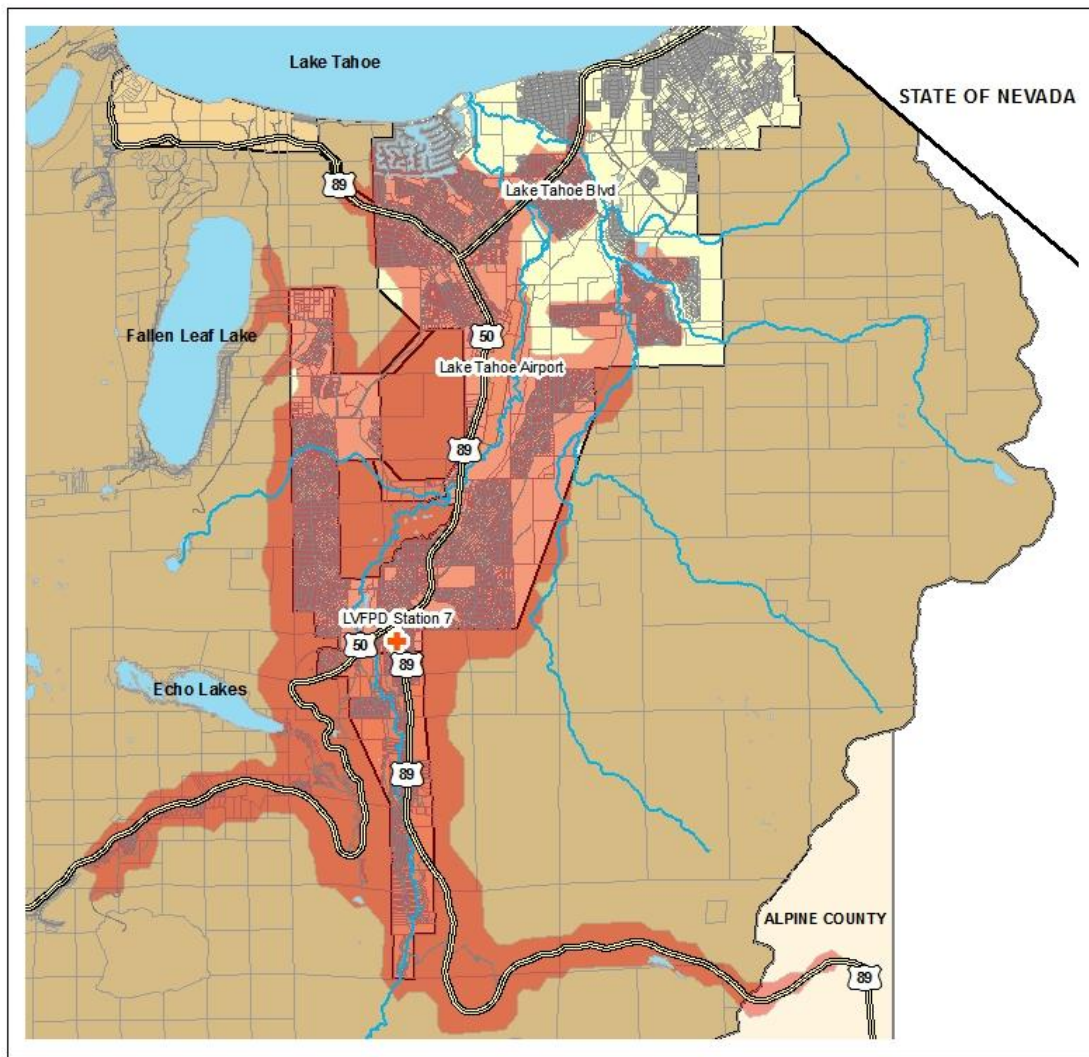


Figure 10. Map of CTESOA Medic 7 Ten-minute Response Area

Figure 10 on the previous page shows Medic 7's ten-minute response time if Medics 1 & 3 are committed. In order to improve response times, it is the policy of the CTESOA to move Medic 7 to the intersection of US Highway 50 and State Route 89, also known as the "Y."

When Medics 1, 3 & 7 are committed and a Tahoe Douglas Fire Protection District ambulance is unavailable for coverage, Medic 6 may be cross-staffed and available. Figure 12 above displays the Medic 6 ten-minute response area. The above 10 minute response time maps denote Urban, Semi Rural /Rural and Wilderness Response Areas. Based on the mapping and CTESOA's knowledge of CSA #3, CTESOA will meet all priority response times as required at a rate greater than 90% of the time. Exceptions to these time requirements are allowed for unavoidable situations such as disaster events, communication failure, adverse traffic conditions, and severe weather conditions, etc.

As the system is drawn down of available medic units, CTESOA implements strategic move-up to maintain coverage from the core of the service area, from which a medic unit can be deployed for a timely and efficient response. The system status is defined as follows:

POSTING ASSIGNMENTS

Normal posting assignments of medic units

1. Medic 1 at CTESOA Headquarters Station
2. Medic 3 at CTESOA Headquarters Station
3. Medic 7 at Lake Valley Fire Station #7
4. Medic 2 (Part-time) at CTESOA Headquarters Station
5. Medic 5 (Reserve) at CTESOA Headquarters Station
6. Medic 6 (Cross-staff/Reserve) at Fire Station #7

FIRST-RESPONSE ZONES

Medic 1

- All of District 1
- The East portion of District 2 from Trout Creek to the West boundary of District 1

Medic 3

- All of District 3
- The West portion of District 2 from Trout Creek to the Eastern boundary of District 3
- District 6 up to and including Black Bart Ave and Cold Creek Trail

Medic 7

- District 5
- District 6 up to and including High Meadow Trail

- District 7
- District 8
- Highway 89 North of City limits including District 9
- Alpine County/Kirkwood

SECOND-IN RESPONSE ZONES

Medic 2

- Whenever Medic 2 is staffed, apart from being “first-out” for all IFTs, it will be respond to all medical emergencies if the primary medic unit for that area is unavailable

Medic 3

- Whenever Medic 1 is unavailable within its first-in area, Medic 3 responds to all medical emergencies in Medic 1’s area
- Whenever Medic 7 is unavailable within its first-in area, Medic 3 responds to all medical emergencies in Medic 7’s area

Medic 1 and Medic 7

- Whenever Medic 3 is unavailable within its primary response zone, Medic 1 shall respond to all
- medical emergencies within the South Lake Tahoe City limits up to Viking Rd. and D St. at Lake Tahoe Blvd, and Airport Road and US Highway. 50. Medic 7 shall respond to all medical emergencies within the County portions of CSA #3 west of the City limits noted.

THIRD IN RESPONSE PLAN

Whenever two of the three medic units (1, 2, 3, and 7) are committed, the available medic unit will proceed to District 3 area for coverage of all response areas, specifically the intersection of US Highway 50 and State Route 89 in the City of South Lake Tahoe (“the Y”).

If all units are unavailable for dispatch, dispatch may notify Tahoe Douglas Fire Protection District and request a medic unit move up or monitor Dispatch frequency for CSA #3 coverage.

STRATEGIC MOVE-UPS AND ASSIGNMENTS

System Status Management is an on-going planning process that involves not only a reaction to the current situation, but also an intuitive examination of what future needs might include. The CTESOA Operations Manager or the member agencies are responsible for managing resources of the CTESOA by monitoring activity levels and shifting resources between posting assignments in order to provide maximum coverage to the service area. As drawdowns occur, planning for current and future ALS service needs can be accomplished by taking into consideration the following factors:

- Numbers of units committed at any given time
- Call volume (below, at, and/or above normal for that period)
- The nature of the ALS calls (traffic collisions, MCI’s, and major injury patients)
- Turn-around time for units to return to service (out-of-county transports)

- Remoteness of current calls (rural and wilderness settings)
- Time, day of the week, holiday periods
- Weather conditions (rain, snow)
- Special events that are taking place (New Year's Eve)
- Emergencies such as fires, crime scenes, hazmat spills, and mutual aid requests.

The Communication Center, CTESOA Operations Manager or member agencies may deviate from the normal post assignment when extenuating circumstances occur (i.e. MCIs, disaster events, etc.). Move-up assignments should be given to the closest available medic unit to minimize any delay in achieving a higher system status level.

PATIENT TRANSFERS

CTESOA shall continue to provide ALS services for patient transfers between Barton Memorial Hospital and a variety of higher level of care facilities with destinations outside of the Tahoe Basin.

CTESOA shall adhere to the the following protocol:

1. Emergency Transfer requests are considered "Priority-3 urgent" with a 15 minute response time. These emergency transfer requests include transport of flight crew from airport to hospital and back to the airport. Emergency Transfer requests shall not be delayed due to unavailability or commitment of resources to other incidents or IFTs.
2. Scheduled, unscheduled or CCT IFT requests "Priorities 4, 5 and 6", shall be filled with the medic unit that is up in rotation for IFT response. An exception would be a transfer to home within the GSA, where the jurisdiction having authority will handle the transfer and will not count as an IFT since it is not between facilities.
3. In the event of multiple IFT requests, CTESOA will do its best to accommodate the requesting facility, while maintaining our ability to provide effective and efficient 911 services. This can be accomplished by the hospital coordinating with CTESOA's Operation Manager or Duty Officer to coordinate available resources to their prioritized needs.
4. In the event CTESOA is unable to meet the established maximum response time for any Priority 3, 4, 5 or 6 request for service, CTESOA will contact the dispatcher to provide an updated estimated time of arrival. The dispatcher will then provide to the requester of service a reasonable estimate of the time that the unit will arrive and the reason for the delay.

Response Time Standards and Exceptions for some Inter-Facility Transfers

1. Requests for Priority 4, 5 and/or 6 service when in system status Blue at moment of hospital request are exempt from response time compliance.
2. Cal Tahoe shall not be required to unreasonably deplete its own ALS medical resources, personnel, services or facilities to the detriment of its normal operations and

responsibilities in furnishing such services. Cal Tahoe will not deplete resources below “Blue” for Priority 4, 5, or 6 transfers.

3. CTESOA shall not be required to perform priority 4 or 5 services west of Barton Hospital during inclement weather when chain control restrictions are in effect.

MUTUAL AID:

CTESOA shall provide mutual aid to Tahoe Douglas Fire Protection District on the South Shore of Lake Tahoe in Nevada, North Tahoe Fire Protection District, El Dorado County Fire Protection District, and portions of Eastern Alpine County (See **Appendix N**: TDFPD Mutual Aid Agreement).

CALL-BACKS:

The CTESOA shall call-back employees to staff additional medic units, as deemed necessary, to maintain system status levels.

Plan for Providing Emergency Communication and Dispatch Services

D.1.g) Describe the plan for ensuring Communication Center personnel are trained in accordance with local/national standards as indicated in Section II - Scope of Service, B. Service Provisions, #13. General Dispatch Provisions:

The California Tahoe Emergency Services Operations Authority (CTESOA) has extensive and ongoing experience operating in a contractual relationship with the City of South Lake Tahoe Public Safety Communication Center (Communication Center). The Communication Center has performed to the highest local/national standards as witnessed in over the past 20 years of our contractual relationship. The Communication Center is staffed and led by a cadre of extraordinarily capable and dedicated personnel who are well trained, know the community and have a demonstrated track record of success.

The Communication Center is headed by Lieutenant Shannon Laney of the South Lake Tahoe Police Department, with fire department coordination provided by Battalion Chief Jim Drennan – SLTFR and EMS coordination provided by Ryan Wagoner –CTESOA. The Center employs one Communications Supervisor. Melissa Dube, who has been with the South Lake Tahoe Police Department for 12 years and Communications Supervisor, for two years.

Continuing dispatch education is required. This is obtained by in-house training sessions, ride-alongs, protocol reviews, multimedia education and fire/EMS meeting attendance. Dispatchers are also invited and encouraged to attend in-service fire/EMS training. Dispatchers are authorized to attend a variety of accredited training programs.

Compliance with call-taker and dispatcher questions and pre- arrival instructions are a routine part of an integrated quality improvement process; the Operations Contractor is required to report on a monthly basis with response statistics. The Communication Center participates in the County EMS Agency's Continuous Quality Improvement (CQI) Program (see **Appendix L**).

Dispatchers further comply with local/national standards by adhering to the CTESOA Contract for Prehospital Advanced Life Support, Ambulance and Dispatch Services, between the County and the California Tahoe Emergency Services Operations Authority (See **Appendix N**: SSMP 2021).

D.1.h) Describe the plan for ensuring Emergency Communication and Dispatch operators are trained according to County EMS Agency's adopted program of national standards, the National Highway Traffic Safety Administration (NHTSA) Emergency Medical Dispatch Nation Standard Curriculum, and have and maintain Emergency Medical Dispatch (EMD) certification:

The California Tahoe Emergency Services Operations Authority's (CTESOA) contractor, City of South Lake Tahoe Public Safety Communication Center (Communication Center), shall ensure that Emergency Communication and Dispatch operators are trained according to County EMS Agency's adopted program of national standards, the National Highway Traffic Safety Administration (NHTSA) Emergency Medical Dispatch Nation Standard Curriculum, and have and maintain Emergency Medical Dispatch (EMD) certification. New dispatchers have a rigorous training program of approximately nine months. This includes, but is not limited to, radio and phone operations, use of CAD and EMD/ProQA programs, police/fire/ambulance policies and deployment methods.

All dispatchers employed in the Communication Center are trained according to the County EMS Agency's adopted program of national standards, the National Highway Traffic Safety Administration EMD National Standard Curriculum, and are certified in Emergency Medical Dispatch (EMD). All dispatchers are certified in EMD using the NAEMD Medical Priority training and certification program, and all have gone through extra training to be certified as Advanced EMD. EMD recertification requires a minimum of 24 hours of continuing dispatch education every two years. Dispatchers are required to have current CPR certification provided by the American Red Cross or American Heart Association; specifically BLS: CPR/AED for Professional Rescuers and Healthcare Providers.

CTESOA shall audit the Communication Center annually for:

- Current list of dispatchers and their EMD/CPR certification dates
- Job description for Communications Supervisor
- Job description for Public Safety Dispatcher

As stated above, 24 hours of continuing dispatch education are required for EMD recertification every two years. This is obtained by in-house training sessions, ride-alongs, protocol reviews,

multimedia education and fire/EMS meeting attendance. Dispatchers are also invited and encouraged to attend in-service fire/EMS training. Dispatchers are sent to authorized accredited training programs and the cost of attendance is paid for by the Communication Center; tuition, materials, accommodations, transportation and meals, as well as their salary and any overtime accrued.

Most of the Communication Center staff are Tactical Dispatchers, as certified by the California Peace Officers Standards and Training (POST). While the certification is geared toward law enforcement tactical team support, it is also valuable in fire dispatchers as it is based on the Incident Command System.

Dispatchers wishing to further their formal education can have tuition reimbursed by the City of South Lake Tahoe. The City of South Lake Tahoe, as part of the Police Employees Association contract, has agreed to cover the cost of tuition and books for up to two job-related classes of formalized study per semester or quarter.

D.1.i) Describe the plan for ensuring Communication System staffing levels are sufficient to meet the needs of the Service Area:

The Communication Center schedules two dispatchers on shift except between the hours of 5:00 am and 9:00 am, when only one is on duty. During scheduled major events (New Years Eve, Fourth of July, etc), extra personnel are brought in to handle the call load. During unplanned events (large fires, earthquakes, etc), the staff has the capability of calling in off-duty dispatchers to expand staffing levels. An EMD-certified dispatcher is on shift at all times.

Additional Plan Components

D.1.j) Describe the plan for the treatment of incumbent employees in the County's EMS system:

CTESOA is the current provider, thus treatment of incumbent employees would not be a factor.

D.1.k) Describe the plan for using mutual aid and other resources to meet periods of peak demand in the event of equipment problems:

In the event of equipment failure, the California Tahoe Emergency Services Operations Authority (CTESOA) will rely on backup/reserve equipment and mutual aid agreements to meet demand. CTESOA is the incumbent provider for County Service Area #3. CTESOA has successfully dealt with past equipment problems.

In the case of a catastrophic failure of the primary Communication Center, 911 calls are routed to El Dorado County Sheriff's Department (EDSO) Central Dispatch in Placerville. Radio/CAD

operations can be resumed in the SLT Mobile Command Vehicle, which can be moved to virtually any location. The Communication Center has an agreement with El Dorado County Sheriff's Department (EDSO) to take over phone calls and dispatching services until either a Mobile Command Vehicle is activated or personnel move down to EDSO Central Dispatch Center to dispatch from there. In the spring of 2019 when EDSO opens up their new dispatch center, there will be an official Memorandum of Understanding (MOU) in place for these mutual aid services.

As stipulated in the RFP, the Communication Center already uses a manual "dispatch card" system when there is a failure of the dispatch computer systems. The data is later manually entered in the CAD upon resumption of computer services. As stated above, the ability to continue operation in the event of a power failure is maintained by utilizing a Matrix UPS system which in turn is backed up by a generator. Weekly tests are conducted on the generator. Full and incremental automated backups are conducted on all servers on a daily basis and stored to disc and tape.

CTESOA has backup/reserve equipment immediately available. CTESOA's operations are entirely located in South Lake Tahoe. Reserve ambulances can be staffed immediately during peak demands when call volumes dictate the need for additional resources. Paramedics on-duty at member agencies can staff ambulances. CTESOA has backup equipment in stock or available through member agencies.

In the rare event that ambulances or equipment is not available, CTESOA deployment can be augmented by mutual aid cooperators' ALS ambulances. CTESOA has mutual agreements with Tahoe Douglas Fire Protection District, North Tahoe Fire Protection District, and El Dorado County Fire Protection District which are also able to provide ALS ambulances or equipment.

D.1.1) Describe the plan for operating and managing the data collection system in accordance with County standards, including the maintaining of all records in compliance with HIPAA, HITECH, and any other applicable State and Federal privacy laws:

Compliance and Quality Assurance Methods for Third Party Billing

The County currently utilizes Intermedix as a contractor for all patient billing. California Tahoe Emergency Services Operations Authority (CTESOA) shall submit all PCR's to the County for review and data collection and verification prior to the information being passed along to the billing agency. CTESOA works closely with the County EMSA in making sure that records are completed and submitted in a timely manner with appropriate secondary documentation such as the El Dorado County Medical Necessity Form for interfacility transfers to facilitate the prompt billing ability of Intermedix.

Health Insurance Portability and Accountability Act (HIPAA) Compliance

All CTESOA personnel and contractors shall follow the Federal HIPAA and El Dorado County Documentation regulations and policies including the "Guidelines for Maintaining Privacy of Protected Health Information" policy. All patient care records (PCR's) are to be treated as confidential and their access restricted to essential EMS personnel, El Dorado County EMSA and its billing agency or others as outlined in the County policy. CTESOA personnel shall provide each patient with a County approved "Privacy Statement" at the time of care and document it within the PCR. During the CQI process records may be de-identified in order to help protect patient information. PCR's shall continue to be transported by County selected courier back to the EMSA office to provide compliance. With ImageTrend, e-PCR records shall continue to be transmitted in a secured manner that meets County requirements for records transmittal. The CQI process acts as a secondary screening process to maintain compliance.

Compliance with the Health Information Technology for Economic and Clinical Health Act (HITECH Act)

CTESOA is currently using ImageTrend® e-PCR, an electronic tablet-based patient care record (PCR) program approved and mandated by the County for records and data collection and retention. ImageTrend® assist in patient care billing that the County contracts through Intermedix. CTESOA paramedics sync e-PCRs to a secure cloud server held by ImageTrend®. Staff at the El Dorado County EMSA, with their own individual secure login, capture data in order to complete records management for the County as well as transfer required data to their billing agency. Each paramedic has his or her own secure login to ensure that unauthorized persons may not access the program or any patient care records. This process of protected computers and servers allows CTESOA to maintain a secure and confidential transfer of all patient records in meeting not only HIPAA requirements but the more stringent requirements outlined in the HITECH Act.

D.1.m) Describe the plan for participation in EMS Week activities and the provision of at least 24 hours of public relations events:

Emergency Medical Service (EMS) Week is a national event that brings local communities together with the medical personnel that provide day-to-day life saving services. California Tahoe Emergency Services Operations Authority (CTESOA) honors the dedication of those who provide "front line" medicine with awards ceremonies and quiet reflection about what it means to be an EMS practitioner. CTESOA member agency South Lake Tahoe Fire Rescue recognized EMS Week in 2019 by hosting several events and an open house. This past year brought a new meaning to the importance of recognizing first responders. COVID 19 was a challenge and CTESOA personnel were recognized for their exceptional work in keeping everyone safe (See Figure 10 on the next page). CTESOA looks forward to making a larger impact during EMS week in the future when public gathering is permitted. EMS Week is the perfect time to recognize the EMS industry and all that its practitioners do for our community.

CTESOA's plan for annual EMS Week is to follow the national five day theme that represents the diverse nature of EMS. The five days are as follows:

- Monday - EMS Education Day
- Tuesday - Safety Tuesday
- Wednesday - EMS for Children Day
- Thursday - Stop the Bleed Day
- Friday - EMS Recognition Day

A CTESOA paramedic or EMT from Community Service Area (CSA) #3 will be recognized during EMS Week each year at the El Dorado County Board of Supervisors Meeting. "EMS Week is a great time to say thank you to the men and women in El Dorado County who save lives everyday," says Rich Todd, Administrator for the El Dorado County EMS Agency. CTESOA agrees and looks forward to participating in yearly EMS Week. The CTESOA Community Education Plan reflects the goals of the County including participation in EMS Week activities



Figure 10. Honoring Firefighter Paramedic Jon Coats during EMS week for keeping us all safe through the Covid 19 Pandemic.



Figure 11. Paramedic administering Covid vaccine.

The CTESOA exceeds the provision of at least 24 hours of public relations. This year, CTESOA participated in several vaccine clinics and will continue to participate as necessary. Vaccine clinics were held at Lake Tahoe Community College, Lake Tahoe Unified School District and Heavenly Lake Tahoe. The community of South Lake Tahoe recognizes and appreciates CTESOA's participation in protecting the community from COVID-19.

CPR training for members of the public are offered on a monthly basis. CPR classes by SLTFR and LVFPD in the South Lake Tahoe area assists community members be better prepared. The courses are offered within CSA #3 and involve instructors and personnel from all of the member agencies. As with all CPR classes taught to the public under the guidelines of the American Heart Association, the courses include information about appropriate public access to the EMS system and appropriate use of 911. The member

agencies of the CTESOA have an extensive history of delivering CPR training in the community. For example, CTESOA CPR instructors have provided training for:

- El Dorado County Office of Education
- El Dorado County Library
- Choices for Children (California Child Care Givers)
- South Lake Tahoe Public Works Department
- South Lake Tahoe Airport (Title 22)
- Lake Tahoe Community College - College Kids program
- Embassy Suites Security
- Heavenly and Sierra-At-Tahoe Ski Patrol
- Sierra-at-Tahoe employee
- Barton Health nurses and staff
- Numerous child care center employees
- Numerous doctor and dentist office personnel

CTESOA has an extensive record of participation in public relations events and school education programs that emphasize preventative health care and the use of 911. CTESOA shall continue to work collaboratively with County and other public safety and EMS-related groups. CTESOA public relations commitments meet or exceed the 24 hours per year required under the provisions of the RFP. It is the CTESOA's goal to continue building and improving these quality public health services to our residents and visitors alike.



Figure 12. CTESOA educates local children on safety and using 911.

CTESOA delivers safety education to children in kindergarten through third grade in the local elementary schools using a grant funded Life Safety Trailer. The presentations include fire safety information, as well as information about the proper use of the 911 system.



Figure 13. CTESOA helps education 6th graders at the Drugstore Project.

'Drug Store Project' for middle school students. The Drug Store Project is a comprehensive middle school drug prevention program designed to educate youth about the dangers of substance use and abuse. The Drug Store Project is a day-long, anti-drug/anti-destructive behavior event. A planning process which includes one year, 45+ agencies-service clubs, and 220 volunteers. These combined efforts provide realty-based scenarios for our 6th grade youth. This year the CTESOA assisted with a video production in place of group gathering.

‘Every 15 Minutes’ for high school. The Every 15 Minutes Program offers real-life experience without the real-life risks. This emotionally charged program, entitled Every 15 Minutes, is an event designed to dramatically instill teenagers with the potentially dangerous consequences of drinking alcohol and texting while driving. This powerful program will challenge students to think about drinking, texting while driving, personal safety, and the responsibility of making mature decisions when lives are involved.

All of these programs are conducted within existing budgets. It is anticipated that these programs and any other public education efforts implemented as a result of the ambulance service contract will also be accomplished within the existing public education budgets. The current proposed budget for the ambulance service does not divert any funding away from service delivery toward public education. This is a commitment that the organizations are prepared to make, separate from the ambulance service funds.

D.1.n) Describe the plan for ensuring data collection and reporting requirements as specified in Section II., Scope of Services, B. Services Provisions, #15. Data and Reporting Requirements:

The California Tahoe Emergency Services Operations Authority (CTESOA) shall meet all data collection and reporting requirements as identified “Article VI” of the Sample Agreement, attached as Exhibit “A”.

ePCR Required - Prehospital Patient Care Report/Billing Form

CTESOA utilizes an ePCR (ImageTrend), that meets the standards and specifications of the EMS Agency Medical Director. The ePCR is required to be completed by all CTESOA employees for every patient contact and/or dispatched response for medical assistance. An ePCR is also required for patient AMA and cancellations en route. When a patient is transported, the ePCR will be delivered with the patient to the receiving hospital by posting the run from Elite Field to Elite Web prior to leaving the hospital. While it's always a good practice to complete the ePCR as soon as possible, at this time, the EMS Agency is not mandating that a paper PCR be printed for the destination facility. A "Transfer of Care Sheet " can be left with the receiving Hospital until the ePCR is completed in accordance with the documentation policy. Patient care records shall clearly identify those instances when two or more patients are transported in the same ambulance so that proper billing can be done.

CTESOA currently provides all appropriate demographic and billing information to the County and utilizes the County Billing Policy to ensure completeness. The County currently utilizes Intermedix Enterprises as a contractor for all patient billing. CTESOA submits all PCR's to the County for review and data collection and verification prior to the information being passed along to the billing agency. The CTESOA has been following this procedure since the implementation of the ePCR program. All ePCR's will be completed within a maximum of 48 hours, however CTESOA employees complete these ePCRs well before the maximum reporting

time requirement. Once e PCR's are completed, marked as finished, and uploaded to the ImageTrend server they are immediately available to the El Dorado County EMS Agency for review and billing purposes. El Dorado County EMS Agency handles all billing related issues and items.

In the event there is a malfunction of the ePCR device, patient documentation, including a signature, shall be completed on an approved paper PCR form. Once CTESOA employees have access to a functioning device, an ePCR will be completed electronically and marked as "Not Signed – Equipment Failure " chosen as the reason the signature was not entered in the required field. The signature(s) obtained on the paper PCR will be either sent to the El Dorado County EMS Agency to be scanned and attached to the ePCR or a photo will be taken and attached to the ePCR.

Incident Report

The CTESOA furnishes all employees with Incident Report forms and ensures they are educated as to what they are for and how to utilize them. The principal form utilized by the CTESOA is the current Incident Report furnished on the El Dorado County EMS Agency website. The Incident Report form is utilized for sentinel events (i.e., injury to patient, crew or public, or violent or high profile incidents) or unusual activities that impacted or had an effect on the normal delivery of services that should be documented, but are not appropriate to be documented on the ePCR. Such unusual activities may include, but are not limited to: acts of violence, combative patients, patient care concerns, inter-agency conflicts, medical equipment failures, obstacles to responses including chronic adverse road conditions, and radio, dispatch, communication failures. Written documentation of all equipment and/or vehicle failure shall be completed by CTESOA employees within 24 hours using the Unit/Equipment Failure Report. All traffic collisions involving a CTESOA owned vehicle must have an "Accident Report" filled out by the employee operating the vehicle. All mutual aid provided outside of CSA #3 will have an incident report filled out in the form provided on the CTESOA electronic reporting system.

Response Time Reporting

After the close of each month the CTESOA generates a Response Time Report which includes data that identifies the Incident Number, Date, Unit Number, Response Mode (Code-2 or Code-3), service area location (Urban, Semi-Rural, Rural, or Wilderness) and the following times: Time of Dispatch, Arrival at Scene, Ambulance Arrival at Emergency Department and Ambulance Patient Offload Time. After the report is completed, CTESOA staff verifies all calls were responded to within the appropriate, county mandated response times. If a call was outside of the allotted response time, staff ensures that a County Response Time Exception Report was filed with county personnel. After all calls are verified, the report is submitted via email to the EMS Agency Administrator.

Transmittal of Data and Reporting

CTESOA staff ensures that all information is submitted to the county within seven (7) business days after the end of each month. All Board of Directors meeting minutes and agendas are

available on the CTESOA's website, as well as provided to the county via email at the same time they are provided to the Board of Directors.

D.1.o) Describe the plan for providing Mutual Aid, as required by the State of California Emergency Plan maintained by the California Governor's Office of Emergency Services:

California Tahoe Emergency Services Operations Authority (CTESOA) operates under member agency, the Lake Valley Fire Protection District's (LVFPD), mutual aid agreement. CTESOA is available to support mutual aid requirements of the State of California Emergency Plan maintained by the California Governor's Office of Emergency Services. Mutual aid response may require CTESOA personnel to respond with ALS ambulances into a response area other than that assigned in this Agreement. Whenever CTESOA personnel receive a request for service in another area, CTESOA personnel shall immediately respond to an ALS vehicle as directed, either Code-3 or Code-2. If, due to prior or concurrent commitments of on-line units, the CTESOA is unable to respond in a timely manner, the requesting agency shall be notified immediately.

Plan for System Enhancements

D.1.p) Describe the plan for developing and implementing any system enhancements that will be provided in addition to the services specified in this RFP:

County Service Area (CSA) #3 is unique and requires specific operational enhancements to serve the people on the east slope of El Dorado County. Geographically, CSA #3 offers unique challenges ranging from patient access issues to travel-inhibiting weather, and heavily used backcountry areas to water rescue/recovery needs. California Tahoe Emergency Services Operations Authority (CTESOA) utilizes several non-contractual system enhancements to accommodate and provide a greater service to the constituents who have found themselves injured, sick or lost on the east slope of El Dorado County.

POWER LOAD AND GURNEY:

Stryker Power Load and Gurney is crash standard tested and meets the dynamic crash test standards: EN 1789:2007 Medical vehicles and their equipment – Road ambulances 1 and AS/NZS 4535:1999 Ambulance restraint systems 2. Stryker Power Load Gurneys are capable of lifting patients weighing up to 700lbs. This system supports the patient and cot throughout the loading and unloading process. The system provides a linear guide for cot through the loading and unloading process. The system is equipped with light-emitting diode (LED) indicators which communicate system status to the operator. The system has wireless communication capabilities and provides a method of inductive charging for associated batteries without the use of cables or

connectors. The system also provides a method of operation in the event that the system loses power or experiences an error.

AUTO PULSE:

The AutoPulse® Resuscitation System provides high-quality automated cardiopulmonary resuscitation (CPR) to victims of sudden cardiac arrest. Easy to use and battery operated, the AutoPulse squeezes the patient's entire chest to improve blood flow to the heart and brain. The only device of its kind, the AutoPulse automatically sizes to the patient, and has shown improved outcomes in numerous clinical trials.

When the AutoPulse's stabilizing board is placed on a soft stretcher, rescuers can continue providing high-quality CPR down steep staircases, around sharp corners, or even in a cramped elevator. Compared with manual CPR, the AutoPulse has been shown to reduce interruptions in compressions during transport by more than 85%. The AutoPulse is made for resuscitation on the move. At its foundation is the specially designed board. It delivers stability and maneuverability, supporting both patient and rescuer from the scene of the rescue to the hospital.

Multiple comparative studies have demonstrated improved vital signs because the AutoPulse drives superior blood flow, resulting in coronary perfusion pressure levels 33% higher than those of sternal compressions, positively impacting Return Of Spontaneous Circulation (ROSC) and survival. Furthermore, while piston-driven sternal CPR devices have shown no benefit in improving ROSC rates when compared to manual CPR, the AutoPulse has increased ROSC rates in numerous studies.

INFRARED LIGHT:

The recent outbreak of COVID-19 has brought on a new dilemma for EMS workers. Infrared light has been proven to kill the virus COVID-19. CTESOA has installed Luminaire Infrared Light systems to deactivate the virus and protect staff. Ultraviolet light is dangerous to use and can harm your eyes and burn your skin. The system installed by Braun Northwest Inc. has several safety features incorporated. Absolutely no one may be in the ambulance when the lights are sanitizing the area. The lights are turned on by a timer switch on the outside of the medic unit. The lights automatically turn off if someone opens a door on the medic unit. The new infrared light system protects staff and customers we serve.

KING VISION:

King Vision is a video laryngoscope with a high intensity Liquid Crystal Display (LCD). The device is designed to visualize the vocal cords indirectly which can help minimize the need for tissue manipulation and improve the ability to see anterior airways. This improves patient care by helping to confirm correct intubation and reduce mistakes.

OPERATIVE IQ:

Operative IQ is a system to track medical supply inventory and is capable of tracking across multiple locations. Not only does the system track our field usage and back stock, but it is also able to track dates to ensure less waste of perishable supplies and medications, and easily lets us check lot numbers in case of recalls. The system allows the user to establish maximum and

minimum inventory amounts, which has greatly helped the CTESOA cut down on the cost of medical supplies since it was implemented in October of 2018. When an item reaches the minimum inventory level, the system automatically adds the item to an order to be reviewed and placed with the designated vendor.

COMMUNITY PARAMEDICINE:

CTESOA was one of eight newly approved sites and the only provider in El Dorado County for the Health Workforce Pilot Project (HWPP) # 173 by the Office of Statewide Health Planning and Development (OSHPD) - otherwise known as Community Paramedicine (CP). CP is sponsored by California Emergency Medical Services Authority (EMSA) and is an evolutionary step, creating pragmatic collaboration between the EMS system and the health care system, improving patient care and overall patient health while reducing health care cost (Triple Aim Framework). CP is a locally designed, community-based, collaborative model of care that leverages the skills of Paramedics and emergency medical services (EMS) systems to take advantage of collaborations between EMS and other health care and social service providers. Community Paramedics receive specialized training in addition to general paramedicine training and work within a designated program under local medical control as part of a community-based team of health and social services providers. CP is an innovative and evolving model of community-based health care designed to provide more effective and efficient services. Paramedics working in this model go beyond their traditional response-and-transport roles to facilitate more appropriate use of emergency care resources, reduce repeat hospitalizations, direct patients to the most appropriate site for care, and enhance access to primary care for medically underserved populations. Currently, 33 other states within the United States have fully operational Community Paramedic programs. Insurance companies are beginning to recognize the value of these services which is opening the door for Community Paramedic reimbursement. Participation in this Pilot Project will allow CTESOA ground level entry and potential grandfather rights into an up and coming state and national program while serving the community of South Lake Tahoe and fostering further partnership with Barton Health.

ACTIVE 911:

CTESOA currently uses Active 911 for early emergency communications, alerting and mapping. Active 911 provides emergency responders with the ability to see what resources are responding to calls, routing information, map markers, and pre-arrival instructions or codes (such as door codes or keys for entry to houses). Furthermore, it shares the locations of responding emergency personnel and members in real time in its mapping to help with response coordination with neighboring departments for mutual aid calls.

NARC BOX:

CTESOA currently utilizes Narc Box for maximum controlled substance security with quick access to these medications in critical patient response situations. The Narc Box is constructed from extruded lightweight and durable airplane grade anodized aluminum which and features a hi-resolution resistive touch display (which allows for glove use during access) for (Personal Identification Number (PIN) entry as well as an Radio Frequency Identification (RFID) key card entry system. The Narc Box can be configured to require Dual Pin access, through either PIN, RFID, or a combination of both, to further enhance security and accountability. Multiple internal

motion sensors notify all administrators or supervisors of forced entry via email within minutes of a security breach, while multiple incorrect repeated PIN entries also “flag” administrators and supervisors via email of suspicious activity. All Narc Box entry events are time, date, and medic stamped and transmitted instantly to a third party secure server. Additional entry and usage information, such as medications administered and a dispatch or Electronic Patient Care Report (ePCR) can be assigned to every access as well.

The Narc Box also reports temperature, and notifies all administrators or supervisors when the narcotics are outside specified temperature ranges.

AUTOMATIC CHAINS:

CTESOA currently utilizes a fleet of Braun Ford F-450 Super-duty four-wheel drive chassis equipped with Automatic Chains. Automatic Chains are short lengths of snow chain attached to a small drive wheel that when activated contact the inside tire of the rear duals. Centrifugal force throws the lengths of chain under the tire. When they are needed, the chains are controlled (i.e., raised or lowered) by the driver from inside the cab of the ambulance. These chains are able to be engaged while the apparatus is moving up to 25 MPH. These chains work best when the apparatus can maintain slow but steady speeds, such as in shallow snow, or on intermittently clear/covered roadways, giving CTESOA an advantage while operating on the icy roads of CSA # 3.

MUTUAL AID:

The CTESOA has mutual aid agreements with neighboring fire and medical agencies through its member agencies. Tahoe Douglas Fire Protection District, North Tahoe Fire Protection District, Eastern Alpine County Fire and El Dorado County Fire Protection District are all available emergency medical transport services. The CTESOA member agencies maintain strong working relationships with partner agencies within the Tahoe Basin and adjoining service areas. CTESOA member agencies are signatory to the Lake Tahoe Regional Fire Chiefs Association agreement (see **Appendix N**) which provides for mutual aid assistance between all of its fire agencies. CTESOA through its member agencies maintains a boundary drop agreement that provides the closest, most appropriate response to areas north of South Lake Tahoe along Hwy 89.

SPECIALTY RESCUE:

The eastern slope of El Dorado County has a high volume of hikers, climbers, skiers, and other outdoor enthusiasts that find their way miles from the pavement. CTESOA all-risk fire personnel have developed several specialty rescue programs to accommodate individuals who have found themselves injured or sick within our mountainous environment. CTESOA all-risk fire personnel utilize special equipment to combat this terrain. Special equipment includes fully equipped ALS bags, Bauman Rescue Bag, screamer suit, collapsible stokes and wheel, low and high angle rope rescue gear, avalanche rescue equipment, swift water and ice rescue equipment.

- Tahoe Truckee Regional Rescue Team (TTRRT), the Lake Valley Fire District is in a formal relationship with other fire departments in the CHP Valley Division where fire personnel can be used as Helicopter Rescue Technicians (HRT) on CHP aircraft. The personnel are trained as Rope Rescue Technicians, Avalanche AIARE, Swift Water

Rescue Technicians, ICS 200, and have skills to travel in remote areas. This agreement expedites and ensures safe utilization of rescue equipment and extractions during rescue missions increasing safety for helicopter crew members, rescue personnel and injured public.

- The ALS backcountry bags are a complete ALS complement in two backpacks which allows rescuers to provide full ALS care miles from any paved road in both traumatic and medical emergencies.
- The Bauman rescue bag is an approved helicopter hoist bag used by rescue personnel and CHP helicopter crews for hoisting operations. This bag greatly reduces the time it takes for the patient to receive definitive care and also mitigates dangerous ground extractions from treacherous trails.
- The collapsible stokes with wheel allows rescuers to package and secure patients for ground extraction through technical and challenging terrain.
- CTESOA member agency low and high angle rope rescue gear is state of the art and includes ropes from 300 to 600 feet long, multi-purpose devices (MPDs), electric winches, aluminum stokes baskets, and a wide array of climbing and rescue hardware.
- CTESOA member agency avalanche equipment consists of transceivers, probes, shovels, hasty packs, and snow clothing. We utilize dry suits, helmets, personal flotation devices (PFDs), throw bags, and other rescue equipment for our swift water and ice rescues.

CTESOA all-risk fire training is constantly ongoing and improving to ensure we stay at the highest level of competency for these technical rescue operations. CTESOA all-risk fire personnel are trained in one or all of the following: Low Angle Rope Rescue Operations (LARRO), Rescue Systems 1 (RS1), Rescue Systems 2 (RS2), Rigging for Rescuers, and Rope Rescue Technician. Rope Rescue Technician is the highest state level training for rope rescuers. The most qualified personnel conduct multiple training each year to assure all-risk fire personnel are competent in their skills. Avalanche, swift water, and ice rescue training is seasonal but held to the same standard. Member agencies are currently working with CHP to develop a more fundamental program for inserting personnel into the wilderness for hoisting operations of sick and injured patients.

BOAT RESCUE:

The Lake Tahoe Basin offers many bodies of water for recreation. CTESOA member personnel are trained in water rescue, once again creating a situation where the rescuer can provide early ALS care. This is also accomplished with the use of fire and rescue boats. CTESOA currently has two rescue boats available. These rescue boats are staffed by SLTFR and FLLFD. SLTFR's boat is a 27' 2017 Safeboat with twin Evinrude engines with 600 Horsepower that is capable of reaching 55 MPH. Staffed with ALS personnel, the Safeboat is equipped with forward-looking infrared vision (FLIR) night vision, full radar mapping, utilizes VHF and UHF radios and is in the water for immediate response a minimum of six months out of the year. SLTFR boat is rated for 27 persons on board and can go anywhere on Lake Tahoe. FLFD's boat is a 28' 2014 Fire Boat with twin engines with 500 Horsepower that is capable of reaching 55 MPH. Staffed with ALS personnel, the fireboat is equipped with FLIR night vision, full radar mapping, utilizes VHF and UHF radios and is in the water for immediate response during popular summer months.

FLFD's boat also has the ability to provide fire suppression thanks to a 1600 gallons per minute (GPM) pump that shoots a water stream that can reach up to 350 feet.

D.1.q) Describe the benefit the proposed system enhancements would provide in support of the services identified in the RFP:

Geographically, CSA #3 offers unique challenges ranging from patient access issues to travel-inhibiting weather, and heavily used backcountry areas to water rescue/recovery needs. The invaluable knowledge CTESOA employees have gained throughout the many years of service, these system enhancements gives us the ability to reach patients in Urban, Rural and Wilderness areas.

The Stryker Power Loader and Gurney allows employees to efficiently move patients to and from the ambulance limiting workers compensation claims. The Zoll Auto Pulse frees up EMS personnel to accomplish advanced procedures, while patients receive nonstop, high-quality compressions throughout their pre-hospital transport. With King Vision's ability to visualize the vocal cords, it helps minimize the need for tissue manipulation, improves the ability to visualize the vocal cords and decreases the amount of time a patient is without oxygen. With Operative IQ's capability to keep track of all our inventory across multiple supply rooms and track lot numbers and expiration dates for perishable items, we have the potential to save 20% annually. Active 911 provides emergency responders with early emergency communications, alerting and mapping. Active 911 also provides emergency responders with the ability to see who is responding to calls, routing information, map markers, and pre-arrival instructions.

Automatic Chains allows CTESOA to reach patients in extreme weather. Whether it be in the backcountry or in the lakes and rivers within CSA #3, CTESOA is capable of reaching people in need. With the two rescue boats having ALS and fire suppression capabilities, CTESOA provides a greater services to the County of El Dorado and CSA #3 that is unmatched by any other ALS service.

CTESOA's specialty rescue capabilities go above and beyond what is required in CSA #3 services requirement. CTESOA has proven to be a highly efficient and effective organization in delivering ALS ambulance service in a very challenging environment that consists of rugged terrain, frequent severe weather events, and a large influx of visitors. CTESOA's Firefighter/Paramedics are trained to a very high standard to deliver ALS services in an "all risk" environment which is an absolute necessity given the vulnerabilities the region has for major disaster events. CSA #3 has many popular rock and ice climbing areas, backcountry skiing zones, hiking trails, and highways with steep shoulders and cliffs. CTESOA's all-risk Firefighter/Paramedics are trained to deal with these dynamic situations. It is a great benefit to the victim when the rescuer is also cross-trained as a Paramedic, allowing for ALS care to be delivered immediately. Winter rescue in the Sierra Nevada mountains offer many environmental and access challenges. CTESOA Paramedics work with many agencies through mutual aid to

overcome these obstacles with use of helicopters, snowmobiles, snow cats, and avalanche rescue equipment.

2. Capabilities

D.2.a) Describe the organization's overall ability to perform all of the services and requirements identified in the RFP:

California Tahoe Emergency Services Operations Authority (CTESOA) has provided continuous and uninterrupted 911, non-emergency, and interfacility transport services within the County Service Area (CSA) #3 region since 2001. Lake Valley Fire Protection District (LVFPD) , a CTESOA member, has been providing emergency services in this geographic region for over 70 years. CTESOA and partner agencies have met or exceeded the response standards as set forth within the contract. Because of this high performance, CTESOA has been awarded multiple extensions to the original contracts to provide EMS services (See **Appendix F: CTESOA Extension Review_062415**). During the past 20 years of operation, CTESOA has consistently provided response times that far exceed the standard 90% as defined by El Dorado County.

CTESOA has continuously worked with the El Dorado County EMSA in developing a comprehensive and structured EMS system with defined operational policies, procedures and protocols to provide for consistent high quality care to the patients that CTESOA interacts with. The combined existing emergency services management system and personnel are fully capable of continuing 911 and interfacility ambulance transport operations within CSA #3.

Specifically,

System Status Planning and Deployment

By utilizing the system status model, CTESOA is able to provide greater coverage within CSA #3. CTESOA will continue to operate three full-time ambulances and one part-time transfer ambulance within the system based at member agency fire stations and/or CTESOA Headquarters. The geographic locations of each ambulance are based on response times and standards developed primarily by the Insurance Service Organization (ISO). ISO evaluates and rates local fire protection resources as a method for establishing insurance rates within a community. While the ISO system is oriented toward property protection it does assure that resources are properly distributed throughout a community. Within the communities of CSA #3 there are existing fire stations located in such a manner as to provide advanced life support within minutes as listed on Figure 16 on the next page.

The CTESOA Operations Manager and/or Duty Officer are responsible for managing resources of the CTESOA by monitoring activity levels and shifting resources between stations in order to provide maximum coverage to the service area. CTESOA has the capability of staffing up to six fully equipped ambulances within the snow boundary of CSA #3, through cross staffing and call back during peak demands when call volume dictates the needs for additional resources. Since

CTESOA is currently operating within the CSA #3 service area there is not a need for start up or deployment planning in order to continue current operations within CSA #3.

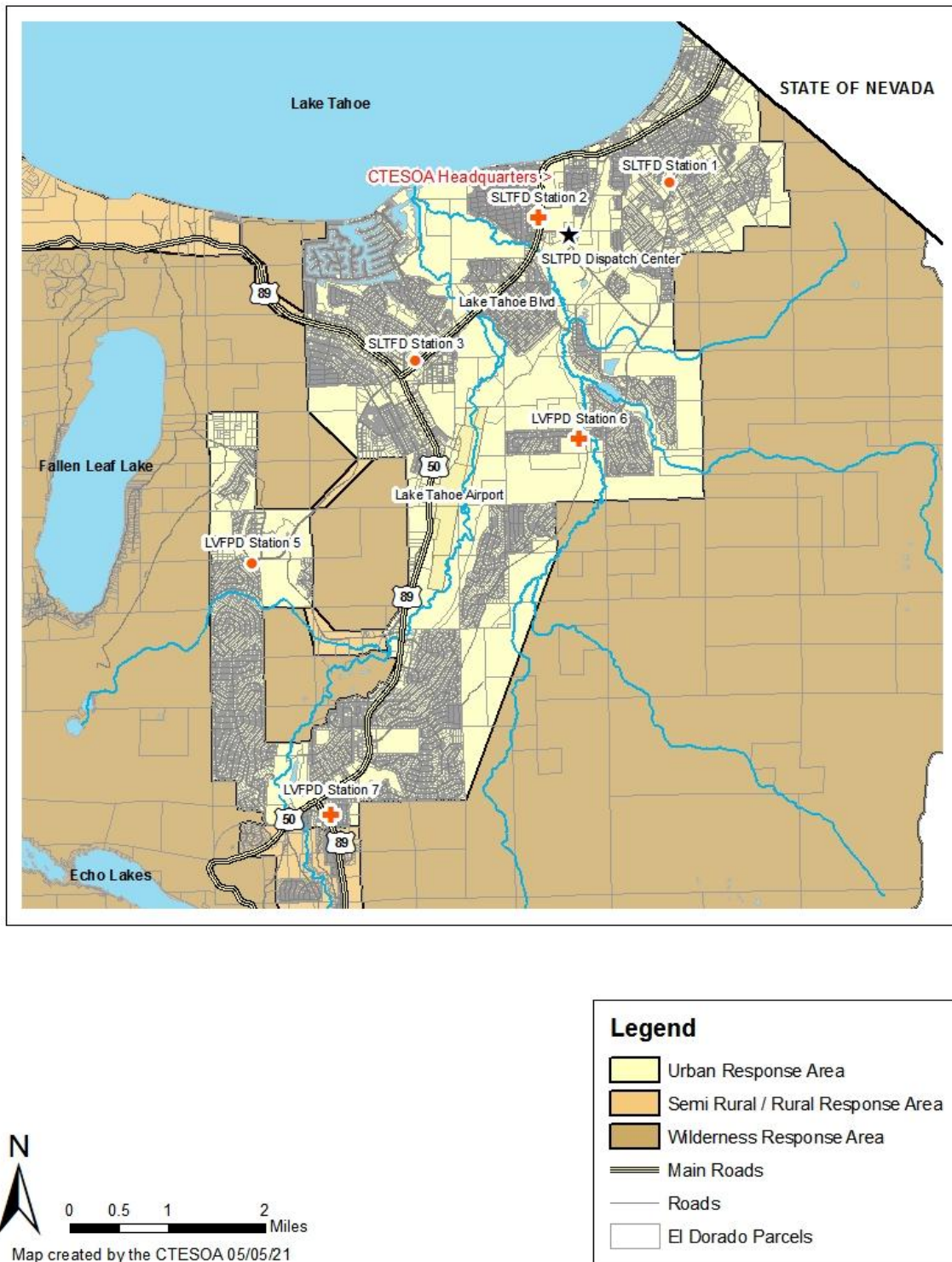


Figure 14. Map of CTESOA Headquarters and Fire Station Location within County Service Area #3

Inter-Agency Cooperation

CTESOA and its member agencies have mutual aid agreements with Tahoe Douglas Fire Protection District, North Tahoe Fire Protection District, Eastern Alpine Fire and El Dorado County Fire Protection District which are also able to provide ALS ambulances (See **Appendix N: Letters of Support**). The CTESOA maintains strong working relationships with partner agencies within the Tahoe Basin and adjoining service areas. Also, the CTESOA through its member agencies maintains a boundary drop agreement that provides the closest, most appropriate response, to areas north of South Lake Tahoe along State Route 89.

Field Supervision

Daily medical operation questions are addressed by the CTESOA Executive Director and Operations Manager who are routinely available for consultation. In the event that the CTESOA executives are unavailable, the SLTFR and LVFPD have an existing system utilizing station Captains and Duty Officers to provide 24/7 in station and field supervision for CTESOA agency personnel (refer **Appendix C– LVFPD and SLTFR Organizational Charts**). Captains and Duty Officers are available 24 hours per day and have the ability to call upon chief officer resources if required.

Training and Management of Clinical Personnel

CTESOA has a wide range of experienced providers for training and managing clinical personnel from the first responder level through the Paramedic level. The CTESOA has designated lead Paramedics that oversees training within their respective agencies and ensures that all training is standardized across the board within CTESOA and meets or exceeds El Dorado County EMSA and State training requirements. All new CTESOA personnel are required to complete the El Dorado County accreditation process as outlined in the accreditation instructions and application that are included within this section. CTESOA also utilizes County-approved Field Training Officers (FTO's) to augment County specific and CSA#3 specific training. Each CTESOA member agency has an EMS Officer overseeing operations and acting as a resource. CTESOA works with the El Dorado County EMSA and Barton Hospital (base hospital for CSA #3) to develop new training policies and procedures as well as provide for first responder and Paramedic accreditation within El Dorado County. In addition, skill testing is completed annually utilizing Barton Hospital and training criteria set forth by the EMSA. Because the CTESOA is partially a fire-based system with career Paramedics, CTESOA maintains highly trained personnel with a long history of experience in EMS (see **Appendix C** for key personnel lists and resumes to review qualifications/certification/accreditations).

Recruitment, Orientation and Retention of Personnel

The CTESOA has established practices in place to recruit, orient and retain qualified personnel. Upon hire, personnel receive training in El Dorado County EMSA and CSA #3 specific operations as part of their County accreditation.

Equal Opportunity Employer

As is contractually required by the contract with El Dorado County, CTESOA provides equal employment opportunities (EEO) to all employees and applicants for employment without regard

to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, CTESOA complies with applicable state and local laws governing nondiscrimination in employment in every location in which they have facilities. This policy applies to all terms and conditions of employment, including, but not limited to, recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training. Adhering to the policy regarding EEO has enabled the CTESOA administration to attract quality applicants who are interested in working long-term for a fair and equitable employer.

Quality Improvement Process Management

CTESOA is an active participant in the El Dorado County EMSA Quality Improvement Process. CTESOA works with both the EMS Medical Director, EMSA and base hospital in Continuous Quality Improvement (CQI), a peer-based process that conducts a clinical review of patient care. (see **Appendix L**). The CQI process reveals potential areas for improvement within the EMS System including training opportunities and highlights outstanding clinical performance. This is evidenced by active ongoing participation not only in the County CQI process but participation in the Medical Advisory Committee and Paramedic Advisory Committee. The CTESOA follows current County CQI policies and utilizes the County CQI Medical Event Report forms.

Interaction with First Responders

CTESOA has an excellent working relationship with the first responder agencies in CSA #3 based on the fact that the CTESOA member agencies (of LVFPD, SLTFR and FLLFD) are also the primary first responders. In addition, CTESOA has an excellent working history with other first responder agencies including law enforcement (California Highway Patrol, El Dorado County Sheriff's Department, CHP, El Dorado County Sheriff, Alpine County Sheriff's Department, Lake Tahoe Basin Management Unit law enforcement officers, California State Parks law enforcement officers, and South Lake Tahoe Police Department) and fire suppression/EMS (USDA Forest Service, California Department of Forestry and Fire Protection, Eastern Alpine Fire Rescue, Tahoe Douglas Fire Protection District, North Tahoe Fire Protection District), Tahoe Douglas Fire Protection District, North Tahoe Fire Protection District) US Forest Service, California State Parks, CalFire and Alpine County Fire. The member agencies continue to cooperate with these other first responder agencies in training and field operations on an ongoing basis.

Management of a Material Management and Distribution System

CTESOA is utilizing the Operative IQ system for purchasing and distribution of materials primarily through a single point for medical supplies and equipment. Most medical supplies are purchased through the CTESOA Operations Manager. As supplies are required at various ambulance / housing locations the required orders are filled. All large value purchases such as cardiac monitors are approved by the CTESOA Board of Directors with the purchase being completed by either the Executive Director or designee.

Fleet Management

The CTESOA currently has a fleet of six four-wheel drive ambulances that are maintained by a Master Fire Mechanic through an agreement with LVFPD. This covers non-warranty preventative maintenance and repair of the vehicles used in EMS operations for CSA #3. CTESOA maintenance is tracked by the Fire Mechanic and includes vehicle life expectancy and replacement recommendations. Replacement schedules are presented to the Board of Directors so that replacements may be added into the budget process.

Driver Training and Risk Management

The CTESOA follows the LVFPD driver training programs for initial orientation and training of ambulance drivers/operators. The programs include both oral and practical skills training (refer to **Appendix M** for EVOC Training Forms). Successful completion of the program requires a passing score in the practical skills testing. Risk management is augmented through our insurance carrier with periodic inspections and site surveys completed by Volunteer Fire Insurance Services (VFIS) a division of Glatfelter Insurance Group. (**Appendix B**: SLT City Liability Insurance)

OSHA Compliance and Exposure Control

CTESOA and member agencies have current policies and procedures in place for OSHA compliance and exposure control. Barton Hospital and its Occupational Medicine Clinic are utilized for possible exposure cases in order to provide rapid and appropriate treatment as well as follow-up if required.

Participation in Medicare/Medicaid Compliance Program

El Dorado County holds the Medicare/Medicaid provider number for all ambulance billing within the County. El Dorado County then works with their contracted billing service Wittman Enterprises to complete appropriate billing to both Medicare and Medicaid. The responsibility for CTESOA is to provide the County with timely and accurate patient care records (PCR), billing information and include such additional items as the El Dorado County Medical Necessity Form for interfacility transfers. CTESOA currently provides all appropriate demographic and billing information to the County and utilizes the County Billing Policy to ensure completeness.

Compliance and Quality Assurance Methods for Third Party Billing

The County currently utilizes Intermedix Enterprises as a contractor for all patient billing. CTESOA submits all PCR's to the County for review and data collection and verification prior to the information being passed along to the billing agency. CTESOA works closely with the County EMSA in making sure that records are completed and submitted in a timely manner with appropriate secondary documentation such as the El Dorado County Medical Necessity Form for interfacility transfers to facilitate the prompt billing ability of Intermedix.

Health Insurance Portability and Accountability Act (HIPAA) Compliance

CTESOA personnel and contractors are required to follow the Federal HIPAA and El Dorado County Documentation regulations and policies including the "Guidelines for Maintaining

Privacy of Protected Health Information" policy. All patient care records (PCR's) are to be treated as confidential and their access restricted to essential EMS personnel, El Dorado County EMSA and its billing agency or others as outlined in the County policy. CTESOA personnel provide each patient with a County approved "Privacy Statement" at the time of care and document it within the PCR. During the CQI process records may be de-identified in order to help protect patient information. PCR's are currently transported by County selected courier back to the EMSA office to provide compliance. With the introduction of the electronic PCR (e-PCR) records will be transmitted in a secured manner that meets County requirements for records transmittal. The CQI process acts as a secondary screening process to maintain compliance. Compliance with the Health Information Technology for Economic and Clinical Health Act (HITECH Act) CTESOA is using the County designated vendor Image Trend, an electronic tablet-based patient care record (PCR) program. CTESOA is compliant with all County protocols regarding data collection policies. Subsequently, this information will also assist in patient care billing that the County contracts through Intermedix. Upon completion of a PCR the e-PCR is synced to a secure server at ImageTrend. Staff at the El Dorado County EMSA have their own individual secure log in to the server to pull data in order to complete records management for the County as well as transfer required data to their billing agency. Each paramedic also has their own secure log in for the program to ensure that unauthorized persons may not access the program or any patient care records. This process of protected computers and servers will allow CTESOA to maintain the secure and confidential transfer of all patient records in meeting not only HIPAA requirements but the more stringent requirements outlined in the HITECH Act.

Management Supervisorial Strengths

During CTESOA's tenure as the service provider for CSA #3, we have been able to expand the experience level from the line Paramedics up through the ranks - to include Fire Chiefs from each department. Agency leaders are now well versed in CTESOA EMS operational requirements within CSA #3. Key personnel are listed with resumes attached in **Appendix C**.

Ties to the Community

From the least senior EMT on up to the Board of Directors, all members of the CTESOA have a strong connection to the community they serve. Several EMS personnel functioning on the ambulance were born in the hospital where they now deliver patients. The Executive Director is a life-long resident of the Tahoe area. One of the Directors was born on the south shore of Tahoe prior to the hospital's existence. The majority of employees went through the local school system, and have worked for local businesses in a variety of occupations. They also participated in the vast amount of outdoor recreation offered in the Tahoe area, enabling them to become familiar with the same areas where they now perform rescue operations. Tahoe is unique - geographically, socially, economically, politically, and environmentally. To successfully provide a public-safety service to the depth and breadth of the community requires full comprehension of all aspects, and a respect for its history. In addition, it necessitates an understanding of the unique and challenging environment in which the ambulance service must work. CTESOA is the community it serves.

D.2.b) Describe the organization's current ambulance response times across all response priorities and provide a comparison of those response times to the Service Provisions, #12. Response Times Performance:

California Tahoe Emergency Services Operations Authority (CTESOA) current ambulance response time in County Service Area (CSA) #3 has exceeded the 90% standards required by the county of El Dorado, both in relationship to response priorities and response areas. In 2015, we were lauded by the County of El Dorado Health and Human Services for this accomplishment. The Director of Health and Human Services, Don Ashton, stated that CTESOA had exceeded criteria, and also thanked CTESOA in a letter of Extension of Ambulance services. Director Ashton went on to state “ I am happy to inform you that your organization has exceeded the numerical criteria score required to continue services to the County, and I am in concurrence with the EMS Agency staff recommendation”. Director Ashton further stated “I would like to take this opportunity once again to commend you on the ALS Ambulance system you have developed and your hard work to continue to improve your services. The citizens of El Dorado County are well served by your efforts.” (see **Appendix F** for entire extension letter)

Response Times for transport-capable ALS ambulances is measured from the Time of Dispatch to Arrival at the Scene. The response time requirement changes for different priorities and the location of the call. Priority 1 is distinguished as a Code 3 Emergency (use of emergency lights and siren by responding units). Priority 2 is distinguished as a Code 2 Emergency (no lights or sirens). Priority 3, 4 and 5 are distinguished as Emergency, Scheduled and unscheduled interfacility transfers (IFT- one medical facility to another). Priority 6 is distinguished as a Critical Care Transfer, which requires a Registered Nurses to ride in the ambulance from one hospital to another. These often occur due to the severity of the patient or due to extreme weather conditions where helicopter or fixed-wing airplane transport is impossible.

Table 7. Maximum Response Time Requirements Provided by the County

In comparison with the Maximum Response Time Requirements as delineated in the Maximum Response Time table (see right) provided by the County EMS Agency Medical Director, CTESOA met the specified response time criteria 97.4% of the time over the last 21 months (January 2017-September 2018.) The CTESOA met the required response time criteria of 90% and earned a 97.4% response time with three and a half ambulances. This, despite the challenges Service Area #3 roadways provide during peak travel weekends and holidays, summer construction season, and inclement weather.

Priority	Urban	Semi-Rural	Rural	Wilderness
1	10:00	20:00	20:00	90:00
2	12:00	22:00	22:00	90:00
3	15:00	25:00	25:00	90:00
4	On Time	30:00	60:00	90:00
5	60:00	60:00	90:00	N/A
6	30:00	45:00	N/A	N/A

Table 8. Percentage of Late Calls Based on Priority Levels for CTESOA.

Priority	Total Calls	Late Calls	Average % Late
1	2889	74	2.57%
2	1057	36	3.20%
3	233	4	1.76%
4	26	1	4.76%
5	856	15	1.732%
6	12	2	6.35%
Total	5	132	2.60%

*This data is compiled from the County Response Time Summaries for CSA-3 provided by Richard W. Todd, MBA, EMS Agency Administrator - MHOAC, El Dorado County, Health and Human Services Agency. (Appendix O: Raw Data; Response Time Data from County)

The following chart summarizes the calls received by CTESOA over the 21 months (January 2017-September 2018.) in terms of both geographical response areas and the priority levels. This chart shows the diversity of calls received in County Service Area #3, and the volume processed by the CTESOA over the 21 month time period. The response time data for the CTESOA described below shows that 83.8% of the 5,073 calls received were Urban Calls, 5.28% were Rural Calls, 2.05% were Semi-Rural, and 8.87% were Wilderness Calls. Furthermore, CTESOA responded to 261 of 268 Rural calls in response times allowed (in table above), 101 of the 104 Semi-Rural calls, and 438 of 450 Wilderness calls over the last two years.

Table 9. Call Volume based on Area and Priority

*Call Volume by Area/ Priority for Past Two Years (January 2017- September 2018)						
Area→ Priority↓	Urban	Semi-Rural	Rural	Wilderness	Total	Percentages
1	2365	69	173	282	2889	56.95%
2	901	13	26	117	1057	20.84%
3	166	11	9	47	233	4.59%
4	20	1	4	1	26	0.51%
5	788	10	55	3	856	16.87%
6	11	0	1	0	12	0.24%
Total	4251	104	268	450	5073	
Percentages	83.80%	2.05%	5.28%	8.87%		

*Data taken from County Response Time Data from County in Appendix O

When drawing from the compliance average of 97.4% for the January 2017-September 2018 time period, this chart can be compared with the Maximum Response Time Chart above.

Conclusions drawn from this comparison of the two charts include:

- CTESOA met the response time criteria 97.4% of the time for these 5,073 calls, thus, 4,140 of the 4,251 urban calls were responded to in under 10 minutes. This includes calls that occur during our peak seasons with thousands more visitors in the response areas and calls that occur during a variety of challenging weather conditions of the Sierra Nevadas. Because CTESOA is a local organization of local agencies (Lake Valley Fire Protection District and South Lake Tahoe Fire Rescue), the responses of our ambulances are efficient and accurate in almost all instances.
- More specifically, the Urban Area, Life Threatening Emergencies (Priority 1) make up the majority of calls (46.62%) received by CTESOA, and of those 2,365 calls, with a compliance average of 97.4%, we can conclude that about 2,303 of those life threatening emergencies were answered in less than 10 minutes (the maximum response time allowed by the County).
- 8.87% of all calls received by CTESOA are Wilderness calls, calls that require specific expertise and tools that CTESOA personnel have already acquired. And of these 450 calls over the last two year, CTESOA has responded in under 90 minutes to 438 of them. In most cases, that 90 minutes is far in excess of what CTESOA actually needs to reach Wilderness patients.
- Unscheduled Transfers make up 16.87% of the calls CTESOA received within County Service Area #3 in the past two years, and again, with a compliance rate, CTESOA successfully responded to 834 of the 856 calls in the time (60 or 90 minutes) allowed.

Specifically for Priority Response Levels 1-6 (as provided by the data from the County Response Time Summaries for CSA-3 provided by Richard W. Todd, MBA ,EMS Agency Administrator - MHOAC, El Dorado County, Health and Human Services Agency), the data is below and explained (**Appendix O**: Raw Data; Response Time Data from County).

The data table below shows that of the 2,889 Priority 1 Calls (Life Threatening Emergencies) CTESOA received between January 2017 and September 2018, in only 74 cases did it take our ambulances more than the allowed time to arrive. Thus, on average the arrival time of 55.61% of all ambulance request in the 21 month study period was under 10 minutes for the urban areas (most of the calls) and the respective allowances for the non-urban areas. CTESOA medic units arrived in less than the allotted time in all geographical areas 97.4% of the time for the study period. This average is substantially greater than the required 90%. The CTESOA's response plan leads to an increase in service for our community members, the visitors who frequent our area, and ultimately the safety of the people within our boundaries.

Table 10. Priority 1 Calls Jan 2017-Sept 2018

Priority 1: Life Threatening Emergencies			
Month	# of Calls	# Late	% Late
Jan-17	151	7	4.64%
Feb-17	117	6	5.13%
Mar-17	110	5	4.55%
Apr-17	114	0	0.00%
May-17	104	2	1.92%
Jun-17	115	4	3.48%
Jul-17	191	2	1.05%
Aug-17	177	3	1.69%
Sep-17	161	8	4.97%
Oct-17	113	0	0.00%
Nov-17	111	1	0.90%
Dec-17	155	8	5.16%
Jan-18	150	8	5.33%
Feb-18	126	2	1.59%
Mar-18	145	6	4.14%
Apr-18	101	2	1.98%
May-18	108	3	2.78%
Jun-18	138	2	1.45%
Jul-18	210	2	0.95%
Aug-18	159	0	0.00%
Sep-18	133	3	2.26%
TOTALS	2889	74	2.56%

Furthermore, for Priority 2 Calls (Non-Life Threatening Emergencies), CTESOA was called 1,057 times between January 2017 and September 2018, and in only 36 cases did the ambulances take more than the allotted time allowed. More times than not, the ambulance took more than the allotted time due to attending to another call to service, extreme weather, or heavy traffic limiting the response time. Thus, for Non-Threatening Emergencies, CTESOA was on time or early 96.8% of the time in County Service Area #3.

Table 11. Priority 2 Calls Jan 2017-Sept 2018

Priority 2: Non-Life Threatening Emergencies			
Month	# of Calls	# Late	% Late
Jan-17	77	6	7.79%
Feb-17	46	3	6.52%
Mar-17	84	7	8.33%
Apr-17	63	2	3.17%
May-17	47	0	0.00%
Jun-17	74	0	0.00%
Jul-17	55	1	1.82%
Aug-17	58	2	3.45%
Sep-17	62	1	1.61%
Oct-17	60	0	0.00%
Nov-17	36	3	8.33%
Dec-17	37	0	0.00%
Jan-18	53	0	0.00%
Feb-18	67	5	7.46%
Mar-18	45	2	2.00%
Apr-18	25	2	8.00%
May-18	15	1	6.67%
Jun-18	40	0	0.00%
Jul-18	51	1	1.96%
Aug-18	35	0	0.00%
Sep-18	27	0	0.00%
TOTALS	1057	36	3.20%

Continuing on with Priority 3 Calls (Urgent), CTESOA was over the required response time limit for four of the 233 calls made between January 2017 and September 2018. This data shows that for Urgent Calls, CTESOA was met the response time requirements 98.24% of the time, a very high percentage when considering the terrain, weather, and traffic dilemmas within County Service Area #3.

Table 12. Priority 3 Calls Jan 2017-Sept 2018

Priority 3:	Urgent (or Emergency Transfer from Healthcare Facility)		
Month	# of Calls	# Late	% Late
Jan-17	8	0	0.00%
Feb-17	14	0	0.00%
Mar-17	12	3	25.00%
Apr-17	5	0	0.00%
May-17	7	0	0.00%
Jun-17	8	0	0.00%
Jul-17	4	0	0.00%
Aug-17	4	0	0.00%
Sep-17	10	1	10.00%
Oct-17	7	0	0.00%
Nov-17	10	0	0.00%
Dec-17	22	0	0.00%
Jan-18	10	0	0.00%
Feb-18	14	0	0.00%
Mar-18	11	0	2.00%
Apr-18	14	0	0.00%
May-18	9	0	0.00%
Jun-18	17	0	0.00%
Jul-18	22	0	0.00%
Aug-18	19	0	0.00%
Sep-18	6	0	0.00%
TOTALS	233	4	1.76%

Priority 5 Calls (Unscheduled Transfer), CTESOA received 856 calls for Unscheduled Transfers (Priority 5 calls in the time period defined above, and of those, 15 (or 1.76%) were late. Thus, again CTESOA had over 98% of an on time response as delineated by the county.

Table 13. Priority 5 Calls Jan 2017-Sept 2018

Priority 5: Unscheduled Transfer			
Month	# of Calls	# Late	% Late
Jan-17	50	1	2.00%
Feb-17	39	0	0.00%
Mar-17	51	0	0.00%
Apr-17	38	1	2.63%
May-17	40	0	0.00%
Jun-17	36	1	2.78%
Jul-17	56	3	5.36%
Aug-17	53	1	1.89%
Sep-17	44	0	0.00%
Oct-17	44	0	0.00%
Nov-17	39	3	7.69%
Dec-17	34	0	0.00%
Jan-18	33	0	0.00%
Feb-18	37	1	2.70%
Mar-18	38	0	0.00%
Apr-18	38	2	5.26%
May-18	31	0	0.00%
Jun-18	43	0	0.00%
Jul-18	48	0	0.00%
Aug-18	33	2	6.06%
Sep-18	31	0	0.00%
TOTALS	856	15	1.73%

Lastly, because there were so few calls for Priority 4 (Scheduled Transfer) and Priority 6 (Critical Care Transport), they have been organized together. Only 3 of the 38 calls were over the required response time limit between January 2017 and September 2018. And again, more times than not, the ambulance took more than the allotted time due to attending to another call to service, extreme weather, or heavy traffic limiting the response time.

Table 14. Priority 4 and 6 Calls Jan 2017-Sept 2018

Month	Priority 4: Scheduled Transfer			Priority 6: Critical Care Transport		
	# of Calls	# Late	% Late	# of Calls	# Late	% Late
Jan-17	2	0	0.00%	1	0	0.00%
Feb-17	0	0	0.00%	1	0	0.00%
Mar-17	1	0	0.00%	0	0	0.00%
Apr-17	4	0	0.00%	0	0	0.00%
May-17	2	0	0.00%	2	0	0.00%
Jun-17	1	0	0.00%	0	0	0.00%
Jul-17	1	0	0.00%	0	0	0.00%
Aug-17	1	0	0.00%	3	1	33.33%
Sep-17	5	0	0.00%	1	1	100.00%
Oct-17	4	0	0.00%	0	0	0.00%
Nov-17	0	0	0.00%	0	0	0.00%
Dec-17	1	0	0.00%	0	0	0.00%
Jan-18	1	0	0.00%	1	0	0.00%
Feb-18	1	0	0.00%	0	0	0.00%
Mar-18	1	1	100.00%	1	0	0.00%
Apr-18	0	0	0.00%	2	0	0.00%
May-18	1	0	0.00%	0	0	0.00%
Jun-18	0	0	0.00%	0	0	0.00%
Jul-18	0	0	0.00%	0	0	0.00%
Aug-18	0	0	0.00%	0	0	0.00%
Sep-18	0	0	0.00%	0	0	0.00%
TOTALS	26	1	4.76%	12	2	6.35%

The CTESOA sends monthly reports to El Dorado County, however, no analysis has been performed since September 2018. Per El Dorado County staff, these analyses have not been conducted due to changes in staffing, changes in the way [the CTESOA is] able to send data (e.g. switch to ImageTrend®) and COVID response taking [Eldorado County Staff] out of EMS for a large portion of 2020. In February 2020, SLTFR, who provided data from Zoll Data Systems to the CTESOA, eliminated Zoll and fully integrated a new software called ImageTrend®.

ImageTrend® provides data on the number of 911 and IFT calls. ImageTrend® reports to not collect priority type, response mode, and area. From the data we see a continuation of CTESOA's compliance with the *Service Provisions, #12. Response Times Performance*.

Table 15. EMS and IFT Call Volume 2019-2021

Year	Call Type	Total # of Calls	Compliance %
2019	911	2578	97%
2019	IFT	577	99%
2020	911	2777	97%
2020	IFT	559	98%
2021	911	1021	97%
2021*	IFT	199	100%

* Data collected through April 30, 2021

Data shows that on average, the CTESOA has met and exceeded the 90% criteria for all call types. The response time reports available in ImageTrend® do not specify the type of call. Therefore the data has a small margin for error. The response time compliance numbers were calculated by separating into 911 or IFT. If the response was under 15 minutes it was classified as 911, if the response was over 15 minutes it was classified as an IFT. The compliance was then determined by the percentage of 911 calls that had a response time of under 10 minutes, and the percentage of IFT calls that had a response time under 60 minutes. While some 911 and IFT responses have longer than a 10 or 60 minutes allowance, we feel that this is a fair representation of the response time compliance compared to our previously reported above historical numbers provided by the county.

CTESOA has a long history and tremendous experience here in County Service Area #3. The response time compliance for the CTESOA is possible because CTESOA is a community based organization, with community board members, local fire chiefs, and community members who are its employees. With just three and a half ambulances, CTESOA responds to all calls, regardless of their priority or response area, with the intent to provide the highest quality care, as quickly, efficiently, and safely as possible. Our patients are friends, family members, colleagues, neighbors, and fellow community members of CTESOA personnel.

D.2.c) Describe the current communications capabilities of the organization including what percentage of calls are answered within what period of time, and how the performance standards identified in Service Provisions, #13. General Dispatch Provisions will be met:

In 2020, The South Lake Tahoe Joint Communications Center (Communications Center) handled 12,162 emergency calls for service (911) and 56,340 administrative calls, including inbound and outbound calls. Our dispatch center answered an average of 1,013 911 calls per month over the

past year. The current standard for answering calls in California is 95% of the 911 calls should be answered within 15 seconds. According to the Emergency Call Tracking System (ECaTS) data available to the CA 911 Branch, the Communications Center answered an average of 98% of the 911 calls within 10 seconds over the past 12 months.

All of the current Communications Center equipment, radios and software are in position and available for immediate use. They are owned by the City of South Lake Tahoe. The Communications Center is scheduled to receive a 4.7 million dollar upgrade funded by the City of South Lake Tahoe voter approved special tax and will provide enhanced coverage for first responders. This includes both the primary systems, as well as the backup systems. There should be no need for the county to furnish any equipment unless significant changes are made in county-mandated system requirements.

CTESOA provides a system of priority dispatch and pre-arrival instructions together with applicable quality assurance approved by the County EMS Agency Medical Director. The Communication Center protocols and pre-arrival instruction software is the Medical Priority Consultants software program: ProQA for Windows and AQUA (Advanced Quality Assurance for electronic case review), which meet the standards of the National Traffic Safety Administration: Emergency Medical Dispatch National Standard Curriculum.

The Communication Center adheres to medical dispatch protocols, except where a deviation is clearly justified by special circumstances not contemplated within a dispatch protocol, such medical dispatch protocol shall be strictly followed. Compliance with call-taker and dispatcher questions and pre-arrival instructions will be a routine part of an integrated quality improvement process; the Communication Center will report on a monthly basis with response statistics. The Communication Center participates in the EMS Agency's Continuous Quality Improvement (CQI) process as described in the RFP (see **Appendix L**).

D.2.d) Describe the organization's experience and history of involvement with planning and response to any declared disaster in a county, including mass casualty incidents and emergency disaster declarations:

California Tahoe Emergency Services Operations Authority (CTESOA) maintains knowledge of plans, and any updates/amendments thereto, and is actively involved in planning for, and responding to, any declared disaster in the County. CTESOA understands that an emergency event involving five or more patients in El Dorado County is defined as a "Multi-Casualty Incident " or MCI. Usually overwhelming the capacity of initial responders, an MCI requires close coordination and prompt of additional resources to rapidly triage, treat and transport patients from the scene to a receiving hospital. The CTESOA follows the guidelines and materials developed for OES Mutual Aid Region IV. Specifically, the CTESOA follows Eldorado County EMS Agency Field Policies Effective July 2018 (see Appendix P: MCI Plan).

Additionally, the CTESOA follows the guidelines set forth by Firescope California Field Operations Guide 420-1.

In the event that a disaster within the service area, the County or a neighboring County is declared, normal operations shall be suspended and CTESOA shall respond in accordance with the County's disaster plan. CTESOA shall use best efforts to maintain primary emergency services and may suspend non-emergency service as required.

CTESOA has demonstrated its abilities to perform in natural disasters such as the Angora Fire (2007) and major flooding to many communities in CSA 3 (2017). CTESOA personnel assisted and operated under the El Dorado protocols during these events.

D.2.e) Describe the qualifications of the organization's key personnel presented in the proposal and how those qualifications are sufficient to expect success in performing the services identified in this RFP:

The California Tahoe Emergency Services Authority's (CTESOA) key personnel qualifications are beyond successful in performing the services identified in the RFP. During CTESOA's 20-year tenure as the service provider for County Service Area (CSA) #3, we have been able to expand the experience level from the line Paramedics up through the ranks - to include Fire Chiefs at member agencies. For example, Ryan Wagoner was an elected Board member for the Lake Valley Fire Protection District (LVFPD) and a City of South Lake Tahoe Police Officer. Ryan Wagoner has served as the Executive Director of the CTESOA for the past 7 years and has developed unprecedented experience and understanding of CTESOA and its member agencies. Paramedic Steve Pevenage who started his career in 2001 under CTESOA's first contract is now EMS/Battalion Chief Pevenage. Chief Pevenage leads CTESOA's firefighter/paramedic transport services for the Lake Valley Fire Protection District (LVFPD). All agency leaders are well versed in CTESOA EMS operational requirements within CSA #3. All the following key personnel are listed with resumes attached in **Appendix C**.

CTESOA Executive Director - Ryan Wagoner
LVFPD EMS/Battalion Chief - Paramedic Steve Pevenage
SLTFR Division Chief - Jim Drennan
HIPAA, HITECH* Officer - Paramedic Christian Anton & Paramedic
PAC/MAC** - Paramedic Christian Anton & Paramedic Fallon Kirby
CQI*** / Medical Supply Coordinator - Paramedic Chris Heng & Paramedic Fallon Kirby
EMS Specialist - Paramedic Christian Anton
EMS Captain - Paramedic Kim George
Master Mechanic/Fleet Manager - Andrew Session
Communication Tech - Paramedic Ted Jackson
Grant Writer - Paramedic Matt Nerdahl
Field Training Officer - Paramedic Christian Anton
Field Training Officer - Paramedic Matthew Kieffer

Field Training Officer- Paramedic Kristie Johnson
Field Training Officer - Paramedic Fallon Kirby
Field Training Officer - Paramedic Dylan Yuzbick
Field Training Officer - Paramedic Chris Heng
Office Administrator/Human Resources - Kayla Galvan
Administrative Manager/Human Resources - Kileigh Labrado

- * Health Insurance Portability and Accountability Act (HIPAA)
- Health Information Technology for Economic and Clinical Health (HITECH) Act
- ** Paramedic Advisory Committee (PAC)
- Medical Advisory Committee (MAC)
- *** Continuous Quality Improvement (CQI)

The above list of key personnel cover all the major aspects of running a highly efficient and successful ambulance delivery service. Executive management, including the CTESOA Executive Director and LVFPD EMS/Battalion Chief, plan, direct, and coordinate all aspects of the CTESOA. They are responsible for improving performance, productivity, and efficiency through the implementation of effective methods and strategies. They ensure that all workings occur in a correct, cost effective, and timely manner in alignment with specifications and quality requirements. Operational managers chalk out or improve operational systems, processes, and best practices that guarantee organizational well-being and compliance with the System Status Management Plan (See **Appendix N**). Lastly, the executive managers ensure that all CTESOA personnel have what they need to effectively do their job.

The CTESOA Operations Manager oversees the day to day operations of the organization. The Operations Manager controls the purchasing of materials, inventory planning of medical equipment and station supplies per CTESOA Policy. They contribute towards the achievement of the CTESOA's operational objectives. They recruit, train, supervise, and appraise human resources. The CTESOA Operations Manager works with the LVFPD Mechanic to ensure their functionality of ambulances without interruption of service.

CTESOA CQI representative plans implementation and represents the CTESOA at monthly El Dorado County CQI meetings. The CQI process starts with all paramedics and is overseen by the CTESOA's CQI representative. All CTESOA paramedics read through high acuity reports including code 3, critical trauma, STEMI and helicopter flights.

CTESOA's Field Training Officers (FTO) remain compliant with El Dorado County Field Training Officer standards. FTOs make certain all CTESOA employees are familiar with the CTESOA Policy and Procedure Manual. Ensure Employees are compliant with all Cal Tahoe Policy and Procedures.

Medical supply ordering shall include purchasing medical equipment needed based on inventory procedures performed on a weekly basis and as needed. Medical Supply Coordinator is responsible for maintaining in-station product availability to meet the El Dorado County

minimum inventory requirements. Medical Supply Coordinators are responsible for inventory and upkeep on all reusable EMS equipment. Medical Supply Coordinator are also the point contact for equipment requiring service, such as radios, oxygen, gurneys, etc.

The CSA #3 geography presents a formidable challenge to any service provider; as a result, required response times vary based on location (Urban, rural, Semi-Rural, and Wilderness). The CTESOA record of compliance with the contractual response time requirements is over 90%. As a public entity, the CTESOA and its personnel are not driven by profit; employees focus on providing service to the public. Key personnel decision-making is based on delivering the highest level of service practical to all residents and visitors. Public safety personnel provide long-term sustainability as evidenced by our success.

D.2.f) Describe the organization's history and experience managing a Communication System to include dispatch personnel, in-service training, quality improvement monitoring, and related support services:

CTESOA's member agencies have extensive and ongoing experience operating in a contractual relationship with the City of South Lake Tahoe Communications Center (Communication Center) for over 40 years, and CTESOA has 20 years of operational relationship with the Communication Center. This is not an unusual agreement in that fire and ambulance agencies within the Lake Tahoe Basin utilize law enforcement for dispatch services. This level of cross interaction between police, fire and EMS dispatching allows for a more rapid deployment of additional and varied resources as necessitated by the emergency.

The Communication Center is staffed and led by a local cadre of extraordinarily capable and dedicated personnel who are well trained, and have a demonstrated track record of success. Dispatch staff often live within CSA #3 and are part of the community. This significantly increases their jurisdictional knowledge. In fact, employees and/or Board members of the CTESOA have either worked or at one time managed programs at the Communication Center. The South Lake Tahoe Communication Center is headed by Lieutenant Shannon Laney of the South Lake Tahoe Police Department, with fire department coordination provided by Battalion Chief Jim Drennan – SLTFR and EMS coordination provided by Ryan Wagoner –CTESOA. The Center employs one Communications Supervisor, Melissa Dube, who has been with the South Lake Tahoe Police Department for 12 years and Communications Supervisor for two years.

Communication Center ORGANIZATION CHART

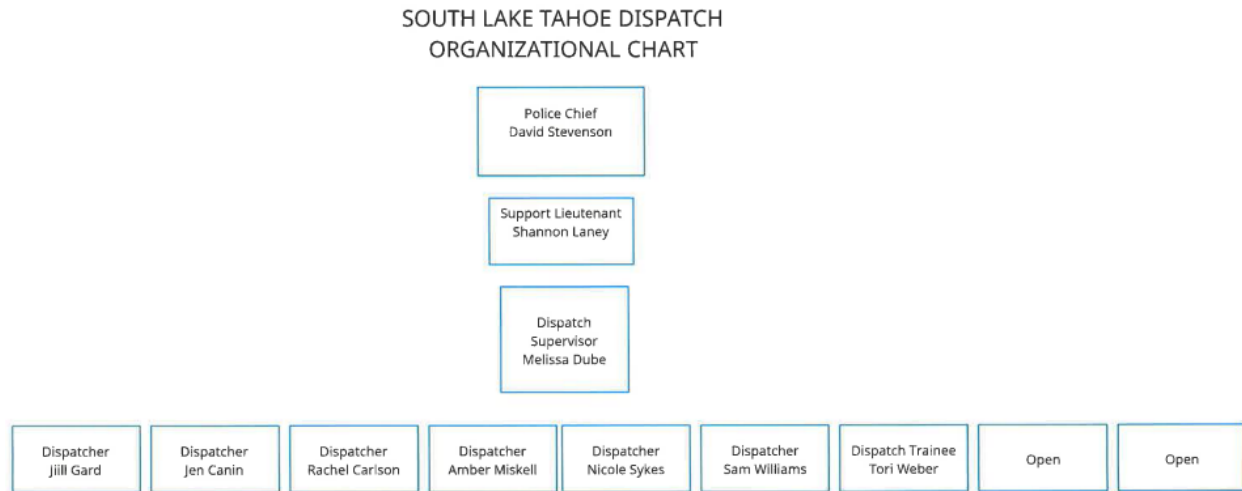


Figure 15. *Org Chart for Communication Center (also in Appendix C)*

Dispatchers employed in the South Lake Tahoe Communication Center are trained according to the County EMS Agencies adopted program of national standards, the National Highway Traffic Safety Administration Emergency Medical Dispatch (EMD) National Standard Curriculum, and are certified in EMD. New dispatchers have a rigorous in-service training program of approximately nine months. This includes, but is not limited to, radio and phone operations, use of CAD and EMD/ProQA programs and police/fire/ambulance policies and deployment methods. All dispatchers are certified in EMD using the NAEMD Medical Priority training and certification program, and all have gone through extra training to be certified as Advanced EMD. EMD recertification requires a minimum of 24 hours of continuing dispatch education every two years, not including police-specific training. Dispatchers are required to have current CPR certification provided by the American Red Cross or American Heart Association; specifically BLS: CPR/AED for Professional Rescuers and Healthcare Providers.

CTESOA audits the Communication Center annually and ensures quality improvement. Annually, CTESOA receives a current list of dispatchers and their EMD/CPR certification dates. Additionally, the CTESOA receives and reviews the Communications Supervisor and Public Safety Dispatcher's job descriptions. Where needed, CTESOA works with the Communication Center to improve dispatcher qualifications and/or training to meet the needs of the dispatch area. Decisions to make fundamental changes to staffing and/or dispatcher qualifications and training are made by the CTESOA Operations Committee following careful analysis. This model has been in use for the past eighteen years and has proven itself.

CTESOA and Communication Center management personnel closely monitor dispatcher wellness and provide services as necessary. South Lake Tahoe Fire Rescue (SLTFR) has a robust Behavioral Health Program including regular meetings and training available to all Communication Center employees. Emergency dispatchers are exposed to duty-related critical incident stress indirectly through someone else's traumatic experience. Duty-related trauma puts

dispatchers at risk for developing stress-related illnesses including Post Traumatic Stress Disorder (PTSD). Emergency dispatchers may experience stress related illness in reaction to various calls they received. In addition to being on the receiving end of difficult calls, emergency dispatchers also deal with the pressure and demand of the job. Following protocol, despite ever-changing situations can cause stress. CTESOA and Communication Center management personnel take dispatcher wellness seriously and provide close monitoring and program assistance for dispatchers.

D.2.g) Describe the Computer Aided Dispatch system that will be provided and how it will perform all requirements identified in Section II - Scope of Services, B. Service Provisions, #13. General Dispatch Provisions:

The CTESOA subcontracts to provide one hundred percent (100%), twenty-four (24) hours per day, seven (7) days per week dispatch coverage and services for all Priority 1, 2, 3, 4, 5 and 6 ambulance requests for service, in accordance with Federal, State and local provisions, as well as those provisions outlined below and required in Section II - Scope of Services, B. Services Provision, #13. General Dispatch Provisions of the RFP. Dispatch services shall be provided by South Lake Tahoe Public Safety Communication Center (Communication Center). The Communication Center under the designation as a primary Public Safety Answering Point (PSAP). The following are highlights of the Communication Center's computer aided dispatch (CAD).

- The Communication Center uses the "Alliance PD Central" CAD system. The system is developed and supported by Cyrun (125 Water Street, Suite A2, Santa Cruz, CA 95060). The system is capable of recording dispatch information for all ambulance requests. The CAD time recording system includes the date, hour, minutes and seconds.
- All radio and telephone communication, including pre-arrival instructions and time-stamps, are digitally recorded using J.E.I. Communications. Recordings are kept for a minimum of 365 days.
- The Cyrun CAD system provides for real-time electronic data entry or "time stamp" of every response on a real-time basis.
- The Cyrun CAD system provides for a constant display of calls received, runs pending, runs in progress, transfers scheduled up to 24 hours in advance, and the status of resources available in the system. The CAD system does not provide a method for "color coded prioritization of deployment planning". The CAD system does mark particular runs/calls as "hot" - which causes the call to appear red on the dispatch screen - or "in-progress" - which causes the call to appear in a bold black. For "prior" or "cold" calls, they appear in a normal black.
- The Cyrun system maintains a master clock on each incident. Each "event" in a particular response is time-stamped with the appropriate clock time. The Cyrun system shows "time since last contact" on a unit-by-unit basis, but is unable to automatically display units

exceeding predetermined “time in status” by way of welfare timers or status-specific warnings.

- The system is able to provide immediate recalls based on date, incident number or location - it is not able to recall based on patient name. If dispatchers were to log patient names into the CAD system it could violate HIPPA privacy laws. In cases where runs need to be located by name, that information can be obtained by the fire agencies via their reporting systems.
- The CAD does not have mapping capability but future updates will allow for integration of a mapping system. CAD does track available resources. However, given the small size of the system, the fact that only three or four ambulances need to be tracked, and the fact that the deployment level is constant, the lack of a visual map is not critical. The Communication Center is not responsible for deployment adjustments. Those decisions are made by the appropriate field duty officer based on monitoring radio traffic and ambulance activity.
- The Cyrun CAD system is able to receive 911 ANI/ALI data directly from the VESTA phone system, has full digital paging capabilities and has mobile status capabilities with all CTESOA units.
- The required logs of deployment are available through the system.
- A full suite of security and audit features are provided in the software. Unauthorized access and retrospective adjustment are not permitted.
- Integration of the CAD system with the Electronic Prehospital Care Report (ePCR) software.

D.2.h) Describe how the data system used by the Proposer is capable of tracking and reporting all of the required data elements described in Section II - Scope of Services, B. Service Provisions, #13. General Dispatch Provisions, b. Dispatch Data Reporting, including how that system will work in coordination with the ePCR system in use by the County:

The electronic data systems managed by CTESOA’s subcontractor, South Lake Tahoe Public Safety Communication Center (Communication Center) is capable of tracking and reporting all of the required data elements described in Section II - Scope of Services, B. Service Provisions, #13. General Dispatch Provisions, b. Dispatch Data Reporting. Due to limitations in the Communication Center’s Computer Aided Dispatch (CAD) software used, not all of the reports are available through CAD. However, the reports that are not available through the dispatch CAD system are available through the ImageTrend RMS System utilized by CTESOA. ImageTrend RMS is one of the leading vendors of records management software for the fire service. It offers a full complement of records management software.

CAD data is routinely transferred to the ImageTrend and it is capable of producing many reports that CAD does not. Between the two systems, all of the reports are available. The CAD system does not contain any information based on crew members, but can narrow results by medic unit

number. Following list provides reporting information available to the County and the corresponding reporting tool or software utilized.

- Response Time Reports

Available in ImageTrend

- Emergency life-threatening and non-life-threatening response times by jurisdiction and by user definition per the Medical Priority Dispatch System

Available in ImageTrend

- Inter-facility response times

Available in ImageTrend

- Unscheduled non-emergency and scheduled non-emergency response times by jurisdiction and by user definition per the Medical Priority Dispatch System

Available in ImageTrend

- Turn out time response times by crew members

Available in ImageTrend

- Point of dispatch to arrival-at-scene response times

Available in CAD and ImageTrend

- Time from scene to hospital by crew members

Available in ImageTrend

- Ambulance Patient Offload Time (APOT) report

Available in ImageTrend

- Emergency and non-emergency responses by hour and day

Available in CAD and ImageTrend

- Dispatch call processing response time reports

Available in CAD

- Incident number

Available in CAD

- Canceled run report

Available in ImageTrend

- Utilization ratio by unit

Available in ImageTrend

- Dry-run reports

Available in ImageTrend

- Demand analysis report showing calls by day of week, hour of day

Available in CAD and ImageTrend

- Call priority by hour and day

Available in ImageTrend

- Post utilization rates

CTESOA does not post

- Ambulance alert exception report (report of any delay between dispatcher's receipt of call and the dispatched request for service to the ambulance unit).

Available in ImageTrend

If, at any time, the computer is inoperable, the Communication Center can complete a manual "dispatch card" approved by the County for each dispatch of an ambulance. Dispatch personnel, following the resumption of normal service of the CAD system, shall enter manual dispatch cards into the CAD system.

D.2.i) Describe the organization's experience and history of collaborative efforts with counties and other public safety and EMS related agencies (American Heart Association, American Red Cross, fire departments, base hospitals, etc.), for Community education:

The CTESOA has extensive experience and history of collaborative efforts with counties and other public safety and EMS related agencies for community education. This past year is a great example with the response to COVID 19. CTESOA shall continue to work collaboratively with County and other public safety and EMS-related groups. It is the CTESOA's goal to continue building and improving these quality community education programs. Specific programs developed, implemented, and supported by CTESOA include:

1. Annual Public School Educational Programs

- CTESOA delivers safety education to children in kindergarten through third grade in the local elementary schools using a grant funded Life Safety Trailer. The presentations include fire safety information, as well as information about the proper use of the 911 system.



Figure 16. CTESOA paramedics educating high school students.

- CTESOA participates in 'Career Days' sponsored by both the Community College and the local high schools. CTESOA educates students about emergency services as a career opportunity and recruits young people into the fire/rescue/EMS service.

- 'Drug Store Project' for middle school students.
- 'Every 15 Minutes' for high school.

2. Health Fairs -

- Healthy Kids Community Health Fair at the South Tahoe Middle School, Come join us for a free event, with over 30 booths with interactive health and fitness with activities sponsored by local health and wellness organizations. Enter to win prizes in a Free Raffle, Grand Prize is a Bicycle. The event is Sponsored by the Sierra House PTA.
- Barton Health has numerous activities that CTESOA participates in throughout the year: Events, Wellness Lectures, Quarterly Health Checks, Flu Shot Clinics, Education



Figure 17. Community Health Fair Flier.

Classes and more. The Barton Foundation and the Barton Hospital Auxiliary sponsor fundraising events to benefit medical care in our community through Barton Health.

- This year, CTESOA participated in several vaccine clinics and will continue to participate as necessary. Vaccine clinics were held at Lake Tahoe Community College, Lake Tahoe Unified School District and Heavenly Lake Tahoe. The community of South Lake Tahoe recognizes and appreciates CTESOA's participation in protecting the community from COVID-19.

3. Public Education

As an example of the public education commitment of the member organizations, the following list represents the highlights of other programs actively supported by CTESOA. CTESOA shall continue to provide standby and/or EMS education for all of these events and activities:

- 'Earth Day,' in cooperation with the League to Save Lake Tahoe
- 'Day of the Child' at Lake Tahoe Community College
- School fire drills and school district emergency planning
- SLTFR Door Hanger Program where firefighters go door-to-door to educate the citizens regarding fire safety
- Senior Center Programs on fire and medical topics.
- Juvenile Firesetter Intervention Program
- The Tahoe Network of Fire Adapted Communities education through the Tahoe Resource Conservation District
- Support of the Pacific Burn Institute Summer Camp held at Camp Concord (near Camp Richardson)
- Monthly safety-related public service announcements to all media venues
- 'Kids Day Tahoe' – health, safety and environmental awareness



Figure 18. Public Education Forum.

4. FireFest

FireFest is a public education event held annually during Fire Prevention Week in October. Last year's event was canceled due to COVID-19 but organizers are planning a return this year. More than fifty fire, EMS, and other public safety agencies participate in a coordinated effort to educate the public about fire safety, injury prevention, effective use of the emergency services system, etc. The most recent FireFest (out 28th) attracted hundreds of families comprised of community members and visitors alike.

All of these programs are conducted within existing budgets. It is anticipated that these programs and any other public education efforts implemented as a result of the ambulance service contract will also be accomplished within the existing public education budgets. The current proposed budget for the ambulance service does not divert any funding away from service delivery toward public education. This is a commitment that the organizations are prepared to make, separate from the ambulance service funds.

E. Fiscal Outlook and Administrative Structure

E.1) Describe the organization's history and experience providing services in a rural area that are substantially similar in scope to those services described in this RFP:

California Tahoe Emergency Services Operations Authority's (CTESOA) history, experience and previous performance within County Service Area (CSA) #3 speak for themselves. According to Chief Maurice Johnson, CSA #7 JPA, Board Chair, "Cal Tahoe JPA (CTESOA) has proven to be a highly efficient and effective organization in delivering ALS (Advanced Life Support) ambulance service in a very challenging environment that consists of rugged terrain, frequent severe weather events, and large influxes of visitors. Cal Tahoe JPA's firefighter - paramedics are trained to a very high standard to deliver ALS services in an "All Risk" environment which is an absolute necessity given the vulnerabilities the region has for major disaster events." Chief Johnson finishes his support with, "History is a great predictor of the future and when combined with the support and respect Cal Tahoe JPA (CTESOA) has achieved, we believe they will be seen above all others as the best choice for CSA 3." (See **Appendix H**).

Our ability to exceed the response time criteria year after year is because CTESOA has its equipment in place in CSA #3 and available 24/7/365. All of the CTESOA resources are within snow boundaries, and none of the services are outsourced. To better respond to the unique challenges of CSA #3, the CTESOA and member agencies have developed a cohesive working relationship, along with specific rescue tactics and equipment to best respond to these challenges. For instance, the CTESOA utilizes ALS backcountry bags that are a complete ALS complement in two backpacks which allows rescuers to provide full ALS care miles from any paved road in both traumatic and medical emergencies. The equipment is located on Squad 7 housed at Station 7 with Medic 7. Station 7, located in the county closest to the wilderness, is staffed with all-risk firefighter paramedics ready to respond to the backcountry.

As necessitated in a rural service area, CTESOA deploys three and a half (3.5) 4x4 medic units, 24/7/365. CTESOA's has extensive and ongoing experience operating in a contractual relationship with the City of South Lake Tahoe Communications Center (Communications Center) for 20 years. The CTESOA System Status Management Plan, as approved by El Dorado County, meets the needs of the rural service area. The system has the capacity to staff additional medic units for disaster events, mutual aid, automatic aid, long distance transfers, system drawdown, and to stand-by at special events. The system is very fluid and medic unit status can run the spectrum of medic unit availability.

CSA #3 has many popular rock and ice climbing areas, backcountry skiing zones, hiking trails, and highways with steep shoulders and cliffs. It is a great benefit to the victim when the rescuer is also cross trained as a paramedic, allowing for ALS care to be delivered immediately. Winter rescue in the Sierra Nevada mountains offer many environmental and access challenges.

CTESOA paramedics work with many agencies through mutual aid to overcome these obstacles with the use of helicopters, snowmobiles, snow cats, and avalanche rescue equipment.

CTESOA's history, experience and previous performance within CSA #3 speak for themselves. For the past 20 years, CTESOA has conducted a professional, efficient and safe ambulance service for Eastern El Dorado County (CSA) #3. The extensions for the CTESOA contracts have been continuously granted because of our superior service to El Dorado County and the constituents of CSA #3 (See **Appendix F**: CTESOA Extension Approval). Our ability to exceed the response time criteria year after year is because CTESOA has its equipment in place in CSA #3 and available 24/7/365. All of the CTESOA resources are within snow boundaries, and none of the services are outsourced.

The CTESOA was originally developed as a Joint Powers Authority (JPA) in 2001. A JPA is an entity permitted under the laws of some U.S. states, whereby two or more public authorities (e.g. local governments, or utility or transport districts), not necessarily located in the same state, may jointly exercise any power common to all of them. CTESOA membership is currently made up by the City of South Lake Tahoe, the Lake Valley Fire Protection District, and Fallen Leaf Community Services District. As a governmental entity, the CTESOA is a not for profit organization. The CTESOA will continue operations within the new contract for CSA #3. JPA member agreements are enclosed in **Appendix D**, and the current CTESOA Bylaws are enclosed in **Appendix B**.

E.2) Provide a comprehensive description of the organization's fiscal outlook including any relevant factors that may affect future stability:

The California Tahoe Emergency Service Operations Authority (CTESOA) is pleased to provide a comprehensive description of the organization's fiscal outlook. In short, the CTESOA operated at a loss under previous 2011 contract due to unforeseen increase in long distance interfacility requests as well as call volume increase without a contracted annual increase in compensation for the increase in service levels. The CTESOA nearly depleted its reserves in trying to meet the increasing service demands within the fixed income from the County. In 2011, the CTESOA had a fund balance of over \$1,000,000. Two years ago, the fund held approximately \$159,841. Today, the fund holds \$1,160,053. For the first time in eight years the CTESOA has turned the corner and reversed the trend of depleting its reserves to fulfil the contract needs. However under our current contract, the CTESOA foresees an inability to improve its reserve account and continue to deliver our highest level of EMS delivery during potential downfalls.

CTESOA continues to see an increase in Emergency Medical Service (EMS) calls. Figure 7 below shows that between 2011 and 2020, all calls for EMS including transfers have increased. EMS volume has increased by nearly 10% from 3718 in 2011 to 4082 in 2020. 2020 was a slower year in general compared to 2019 because of COVID. There was a decrease in the trend after 2015 can be attributed to the allowance for outside vendors to perform

IFTs if according to our System Status Management Plan the CTESOA is drawn down to two medic units or less. The increase in EMS calls results in increased personnel needs and ambulance repair/replacement costs to the CTESOA.

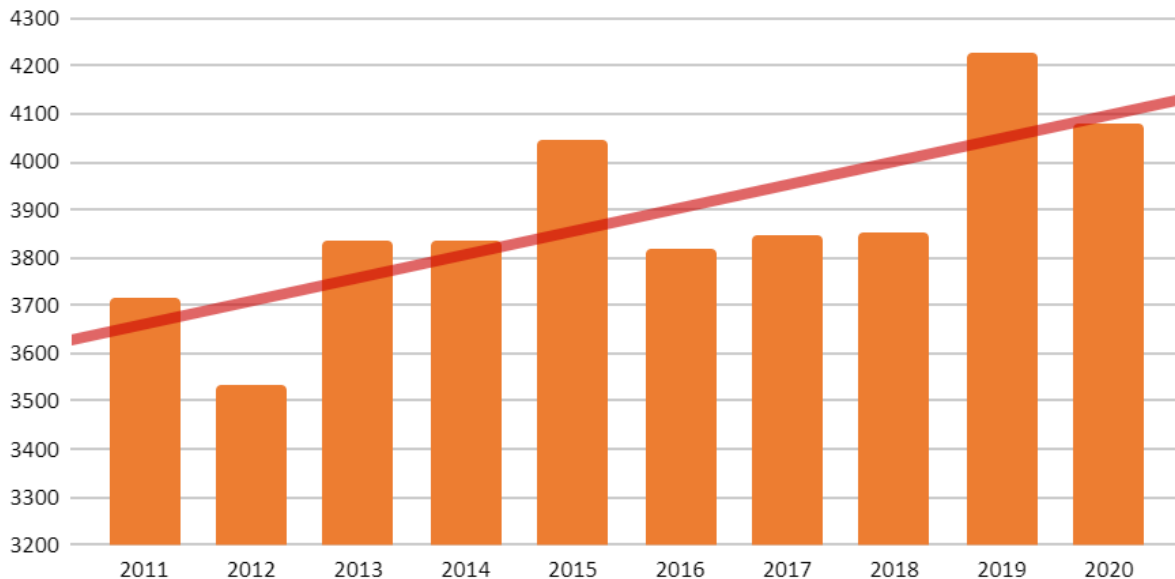


Figure 19. Annual Number of Emergency Medical Service Calls Conducted by CTESOA

CTESOA continues to see an increase in Interfacility Transfers (IFTs). Figure 19 below shows that between 2011 and 2020, inter-facility transfers (IFT) have increased. IFT volume has increased by nearly 34% from 416 in 2011 to 559 in 2020. The reason for the decrease from 2016 to 2020 can be attributed to the allowance for outside vendors to perform IFTs if according to our System Status Management Plan the CTESOA is drawn down to two medic units or less. With 3,336 calls in 2020, IFTs comprised nearly 17%. A part-time transfer medic unit is a necessity at the current increases in transfers. These increases result in increased personnel and ambulance repair/replacement costs to the CTESOA. The CTESOA forecasted ambulance purchase plan requires ambulance replacement or remount every one or two years based on the current trend.

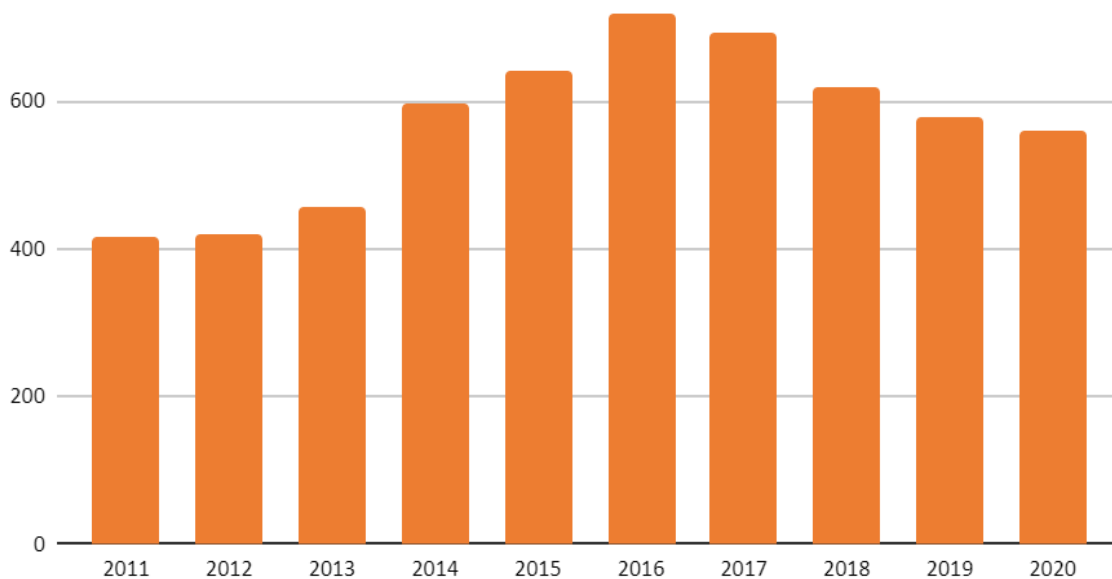


Figure 20. Annual Number of Inter-facility Transfer Conducted by CTESOA.

The Lake Valley Fire Protection District (LVFPD), a transporting agency under the CTESOA, operates at a loss under the current contract and may consider not transporting in the future. The LVFPD is hampered by ever increasing employee training cost, facility cost, workers compensation, and Public Employment Retirement System (PERS) liability. The LVFPD's once adequate reserve fund has dwindled and continues downward without the ability to be replenished. As a result of the loss in reserve funding, the LVFPD has delayed purchasing new fire engines and equipment. The LVFPD is looking at ways to lower costs and is evaluating its status as a transport agency. The CTESOA is proposing a first year budget increase of seventeen percent and a 2.5 percent escalator increase in support of the LVFPD continuing as a transport agency. However, if the LVFPD discontinues transporting, the CTESOA is confident in its member agencies continuing to provide an outstanding ambulance service managed, supported and augmented by its fire agency members.

The CTESOA is currently in the process of building a facility for ambulance staff and management. The first phase of the remodel will update the building to accommodate six to 10 ambulance staff and management, a decontamination room, a kitchen, a dining area, and HVAC at a cost of \$515,000. Currently the CTESOA does not have a main station headquarter expense because of a no-cost lease agreement with the City of South Lake Tahoe through March 2025. The CTESOA will request a no cost lease extension for the life of the contract. The CTESOA is limited in the types of facilities that can accommodate 3 ambulances, office space and living quarters for six to ten personnel at a time. Furthermore, the City of South Lake Tahoe will only permit ambulance headquarters if the building is up to current "Essential Service" building code standards. The CTESOA issued an RFP for a building remodel in March of 2021 and work should begin this summer. The CTESOA is committed to housing all EMS assets within the snow boundaries of CSA #3 so they may be accessed during call back situations or large mass

casualty incidents. The CTESOA will require additional funding from the County to complete phase 2. Phase 2 is needed to bring the County building up to an essential service building code as well as the addition of garage bays for 3 ambulances.

The CTESOA conducted a financial forecast exercise to evaluate current and future fiscal conditions and guide policy and programmatic decisions. The financial forecast helped identify future revenue and expenditure trends that may have an immediate or long-term influence on our organization. The forecast is an integral part of our annual budget process. The forecast is based on a modest 2.5% inflation factor. The 2.5% inflation factor was applied only to what CTESOA considered non-controllable factors like supplies, fuel, maintenance, communications and salaries. Non-controllable costs have historically increased annually. By applying the inflation factor to only the non-controllable factors, CTESOA is taking an even more conservative approach to planning our future.

Table 16 and 17 on the next pages combined represent CTESOA's ten-year budget forecast. The budget forecast tables are split into two areas. The shaded section identifies the non-controllable factors based on the requirement to fulfill the contract obligations. The non-shaded section is considered controllable either by contracts or fixed costs based on contracts with vendors or non-contract based discretionary spending needs.

Table 16. CTESOA's Forecasted Years One Through Five of a Ten Year Proposed Budget

Line Item	Year 1	Year 2	Year 3	Year 4	Year 5
PPE/Uniforms	7,700	7,700	7,700	7,700	7,700
Computer Equipment	5,000	5,000	5,000	5,000	5,000
Employee Training	5,000	5,000	5,000	5,000	5,000
Empl Exp / Phys / Backgr	10,000	10,000	10,000	10,000	10,000
Insurance	16,000	16,000	16,000	16,000	16,000
Office/General Admin, Bank Fees/Charges	2,500	2,500	2,500	2,500	2,500
Prof Fees - Attorney	20,000	20,000	20,000	20,000	20,000
Prof Fees - Accounting	18,000	18,000	18,000	18,000	18,000
Prof Fees - Paychex	16,000	16,000	16,000	16,000	16,000
Scholarships	5,000	5,000	5,000	5,000	5,000
Station Supplies	22,500	22,500	22,500	22,500	22,500
Contingency	12,000	12,000	12,000	12,000	12,000
Snow Removal	2,000	2,000	2,000	2,000	2,000
Travel	5,000	5,000	5,000	5,000	5,000
401k	32,000	32,800	33,620	34,461	35,322
Tenant Improvement/ Capital Outlay	125,000	128,125	131,328	134,611	137,977
Ambulance Remount/ Lease	30,000	30,750	31,519	32,307	33,114
Dispatch Contract	265,225	273,182	281,377	289,819	298,513
Supplies - Medical	125,000	128,125	131,328	134,611	137,977
Prof Fees - Lake Valley	1,132,500	1,160,813	1,189,833	1,219,579	1,250,068
Communications / Cell	8,000	8,200	8,405	8,615	8,831
Salaries/ Health/ Work Comp	1,805,000	1,850,125	1,896,378	1,943,788	1,992,382
Ambulance/Equip Maint	40,000	41,000	42,025	43,076	44,153
Utilities	5,000	5,125	5,253	5,384	5,519
Fuel	45,000	46,125	47,278	48,460	49,672
Critical Care Transport	20,000	20,500	21,013	21,538	22,076
Ambulance Warranties	0	0	6,000	6,150	6,304
Total Expenses	3,779,425	3,871,569	3,972,057	4,069,098	4,168,607

Table 17. CTESOA's Forecasted Years Six Through Ten of a Ten Year Proposed Budget

Line Item	Year 6	Year 7	Year 8	Year 9	Year 10
PPE/Uniforms	7,700	7,700	7,700	7,700	7,700
Computer Equipment	5,000	5,000	5,000	5,000	5,000
Employee Training	5,000	5,000	5,000	5,000	5,000
Empl Exp / Phys / Backgr	10,000	10,000	10,000	10,000	10,000
Insurance	16,000	16,000	16,000	16,000	16,000
Office/General Admin, Bank Fees/Charges	2,500	2,500	2,500	2,500	2,500
Prof Fees - Attorney	20,000	20,000	20,000	20,000	20,000
Prof Fees - Accounting	18,000	18,000	18,000	18,000	18,000
Prof Fees - Paychex	16,000	16,000	16,000	16,000	16,000
Scholarships	5,000	5,000	5,000	5,000	5,000
Station Supplies	22,500	22,500	22,500	22,500	22,500
Contingency	12,000	12,000	12,000	12,000	12,000
Snow Removal	2,000	2,000	2,000	2,000	2,000
Travel	5,000	5,000	5,000	5,000	5,000
401K	36,205	37,110	38,038	38,989	39,964
Tenant Improvement/ Capital Outlay	141,426	144,962	148,586	152,300	156,108
Ambulance Remount/ Lease	33,942	34,791	35,661	36,552	37,466
Dispatch Contract	307,468	316,693	326,193	335,979	346,058
Supplies - Medical	141,426	144,962	148,586	152,300	156,108
Prof Fees - Lake Valley	1,281,320	1,313,353	1,346,187	1,379,841	1,414,337
Communications / Cell	9,051	9,278	9,509	9,747	9,991
Salaries/ Health/ Work Comp	2,042,192	2,093,247	2,145,578	2,199,217	2,254,198
Ambulance/Equip Maint	42,256	46,388	47,547	48,736	49,955
Utilities	5,657	5,798	5,943	6,092	6,244
Fuel	50,913	52,186	53,491	54,828	56,199
Critical Care Transport	22,628	23,194	23,774	24,368	24,977
Ambulance Warranties	6,461	6,623	6,788	6,958	7,132
Total Expenses	4,270,647	4,375,283	4,482,581	4,592,609	4,705,437

The above review of CTESOA current financial stability and forecast budget exercise represents a comprehensive description of our organization's fiscal outlook including relevant factors that may affect future stability. CTESOA believes \$3,779,425 is the true cost of operating a highly qualified ambulance service in CSA #3. CTESOA is a not for profit governmental agency whose primary concern is providing quality emergency medical services to our community. The future

stability of CTESOA is contingent upon acceptance of our proposal and full consideration of our proposed rate.

CTESOA is audited annually to ensure all financial transactions contain detailed information that is accurately documented and processed through a multi-tiered review and approval process that will result in clear and verifiable accountability for ambulance expenditures and reimbursements. A copy of the most recent audits, which audited the accompanying financial statements of the CTESOA completed by Richardson & Company LLP are enclosed (**Appendix I**). These audits and financial records clearly demonstrate the financial depth and stability of the CTESOA. The summaries below detail the basics.

INDEPENDENT AUDITOR’S REPORT (2019) Summary

“To the Board of Directors

California Tahoe Emergency Services Operations Authority, South Lake Tahoe, CA

Report on the Financial Statements:

We have audited the accompanying financial statements of the governmental activities and the major fund of the California Tahoe Emergency Services Operations Authority (the JPA), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the JPA’s basic financial statements as listed in the table of contents.

Opinions:

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and the major fund of the California Tahoe Emergency Services Operations Authority as of June 30, 2019, and the respective changes in financial position thereof and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America as well as accounting systems prescribed by the State Controller’s Office and state regulations governing special districts.

Richardson and Company, LLP

May 22, 2018”

INDEPENDENT AUDITOR’S REPORT (2018) Summary

“To the Board of Directors California Tahoe Emergency Services Operations Authority, South Lake Tahoe, CA

Report on the Financial Statements:

We have audited the accompanying financial statements of the governmental activities and the major fund of the California Tahoe Emergency Services Operations Authority (the JPA), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the JPA’s basic financial statements as listed in the table of contents.

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In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and the major fund of the California Tahoe Emergency Services Operations Authority as of June 30, 2018, and the respective changes in financial position thereof and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America as well as accounting systems prescribed by the State Controller's Office and state regulations governing special districts.

Richardson and Company, LLP
July 2, 2019"

E.3) Describe the organization's management structure as well as the management's history and experience relevant to managing a full-service, high-performance ambulance service organization:

The California Tahoe Emergency Services Operations Authority's (CTESOA) management structure as well as the management's history and experience is well suited to managing a full-service, high-performance ambulance service organization. CTESOA is overseen by a Board of Directors comprised of agency members:

- Two representing Lake Valley Fire Protection District – elected officials from the District's Board of Directors
- Two representing South Lake Tahoe Fire Rescue – elected officials from the South Lake Tahoe City Council
- One representing Fallen Leaf Fire Department – an appointed official from the Fallen Leaf Community Services District

Upon the development of the CTESOA organization in 2001, it was decided that the Board would consist of elected officials from the Fire/Emergency Medical Service (Fire EMS) agencies so they could be held accountable by the constituents that they serve. The model proved beneficial, as is evident by the success of the CTESOA organization and its services to County Service Area # 3 over the past 20 years. Our current Board members include appointed officials who represent member agencies and communities. In addition, these individuals have life-long history in the Lake Tahoe area and understand the unique and challenging environment in which the ambulance service must work.

Reporting directly to the Board of Directors is the Executive Director, who oversees operations and makes recommendations to the Board. The Executive Director also works with agency Fire Chiefs to develop and implement operational plans, interfaces with the El Dorado County Emergency Medical Services Authority on operational and business matters. Furthermore, the Executive Director represents the CTESOA at agency meetings and in contract development.

The Executive Director is a Lake Tahoe native who has significant experience working in public safety, as well as business management in the private sector.

All CSA #3 EMS agencies and community representatives are part of the CTESOA delivery model. CTESOA Board of Directors meet monthly in an open session. Regular attendees include El Dorado County EMS, El Dorado County Mental Health, Barton Health, CALSTAR Air Medical Services, local ski resorts and community advocates. All Board of Directors are elected officials and represent the community. See Figure 21, CTESOA organizational chart. As a governmental entity, the CTESOA is a not for profit organization. The CTESOA has no interest other than providing the highest level of emergency medical care in South Lake Tahoe and County Service Area #3.

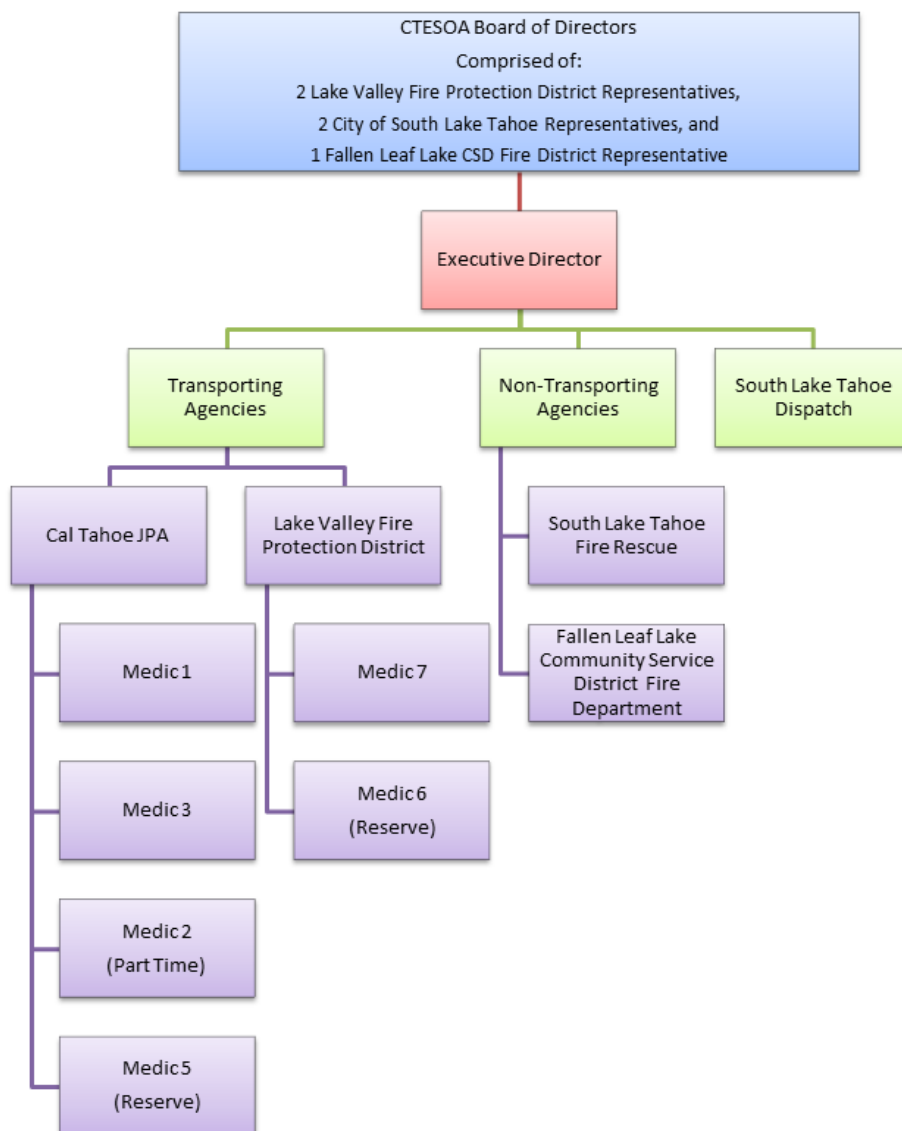


Figure 21. Current CTESOA Organizational Chart Depicting Member Agency Relationships

The CTESOA's management structure, history and experience is relevant to managing a full-service, high performance ambulance service. The management team has been extremely successful in performing the services identified in the RFP for the past 20 years. All agency leaders are well versed in CTESOA EMS operational requirements within CSA #3. The management structure was developed to administer all aspects of a high performing system. The following management personnel are listed with resumes attached in **Appendix C**.

CTESOA Executive Director - Ryan Wagoner
LVFPD EMS/Battalion Chief - Paramedic Steve Pevenage
SLTFR Division Chief - Jim Drennan
HIPAA, HITECH* Officer - Paramedic Christian Anton
PAC/MAC** - Paramedic Christian Anton & Paramedic Fallon Kirby
CQI*** /Medical Supply Coordinator - Paramedic Chris Heng & Paramedic Fallon Kirby
EMS Specialist - Paramedic Christian Anton
EMS Specialist/Captain - Paramedic Kim George
Master Mechanic/Fleet Manager - Andrew Session
Communication Technician - Paramedic Ted Jackson
Grant Writer - Paramedic Matt Nerdahl
Field Training Officer - Paramedic Mike Anderson
Field Training Officer - Paramedic Christian Anton
Field Training Officer - Paramedic Matthew Kieffer
Field Training Officer- Paramedic Kristie Johnson
Field Training Officer - Paramedic Fallon Kirby
Field Training Officer - Paramedic Dylan Yuzbick
Field Training Officer - Paramedic Chris Heng
Office Administrator/Human Resources - Kayla Galvan
Office Administrator/Human Resources - Kileigh Labrado

- * Health Insurance Portability and Accountability Act (HIPAA)
Health Information Technology for Economic and Clinical Health (HITECH) Act
- ** Paramedic Advisory Committee (PAC)
Medical Advisory Committee (MAC)
- *** Continuous Quality Improvement (CQI)

The above list of personnel and responsibilities encompass all the major aspects of operating a highly efficient and successful ambulance delivery service. Responsibilities cover everything from personnel to product delivery. CTESOA has qualified executives, administrators, managers, FTOs and specialists. Executives are in place to plan, direct, and coordinate the CTESOA. Administrators are there to run the business. Managers improve operational systems, processes, and best practices that guarantee organizational well-being and compliance with the System Status Management Plan (See **Appendix N**). FTOs assure paramedics are trained in County protocols and ready to serve. The specialist ensures compliance with the practice of

paramedicine. The CTESOA management structure is successful and we are proud of the system we build.

E.4) Describe the organization's history with managing large-scope contracts, as well as the organization's experience meeting the fiscal and administrative requirements mandated in said contracts:

As County Service Area #7 JPA Board Chair Chief Maurice Johnson states in his letter of support for CTESOA being awarded the 2021 contract, "Cal Tahoe JPA (CTESOA) has served the tax payers of CSA 3 exceptionally well by operating in a cost-effective manner and investing wisely in the development of its personnel and infrastructure to meet current and future ALS ambulance demands. Those tax dollar investments will be lost if Cal Tahoe JPA (CTESOA) is not allowed to continue to serve CSA 3 as the ALS ambulance provider. We too will be at a loss given the time and effort we have invested in developing a strong working relationship with Cal Tahoe JPA (see **Appendix H**)."

California Tahoe Emergency Services Operations Authority's (CTESOA) original contract with El Dorado County was awarded in 2001 for five years of service with a provision to secure additional one-year contract extensions based on performance. In 2006, CTESOA was awarded the five one-year extensions. In 2011, CTESOA was awarded another five-year contract, which was extended by El Dorado County when requested. CTESOA has continued to succeed at providing uninterrupted 911, non-emergency and interfacility transports within the CSA #3 region since 2001. The CTESOA is currently operating under an August 2019 signed agreement with El Dorado County for prehospital, advanced life support, ambulance and dispatch services (see **Appendix F** Signed 2019 County Contract).

Over the past 20 years and under contract with El Dorado County for CSA #3, CTESOA has furnished and managed the following ambulance operations:

- Employment of field personnel.
- Supervision and management of employees and subcontractors used.
- Provision of all four-wheel drive ground ambulance transportation vehicles and their maintenance, and related equipment necessary to provide the specified services.
- In-service training of CTESOA's employees.
- Exclusive transportation of emergency, non-emergency, inter-facility and critical care ground ambulance patients throughout CSA #3.
- Development and management of a quality improvement system.
- Purchasing and inventory control.
- Support services necessary to operate the system.
- Accurate completion and timely submission of approved clinical and billing related data (ePCRs, Facesheet, and Physician Certification Statements).

- Meeting contractual response time and other performance requirements in compliance with state regulations, the EMS Ordinance, the operations contract, and the County of El Dorado EMS Policy and Procedure Manual.
- Participating and cooperating with the EMS Medical Director in medical audits and investigations.
- Reporting contract compliance on a weekly and/or monthly basis, while providing a verifiable audit trail of documentation of that performance.

During the last 20 years, CTESOA has also provided communications services through a subcontract with a qualified agency, which includes:

- Employment of Emergency Medical Dispatch (EMD) personnel who are certified by the National Academy of Emergency Medical Dispatch and use a Medical Priority Dispatch System (ProQA).
- Maintenance of telephone, radio, computer aided dispatch, and other infrastructure required to efficiently meet contractual requirements.
- Answer of all 911 and other medical emergency calls, and process of requests for service according to contractual requirements.
- Consistent adherence to priority dispatch and pre-arrival instruction protocols approved by the EMS Medical Director.
- Participation in quality assurance and improvement processes.
- Efficient and effective dispatch of CTESOA's ambulances and notification of first responder agencies as required by applicable protocols and agreements.
- Recording and reporting pertinent information about each request and response as required by the contract, protocols and agreements.

The combined existing emergency services management system and personnel are fully capable of continuing 911 and interfacility ambulance transport operations within CSA #3 into the next decade.

A large part of the success in managing large-scope contracts is due to the collaborative efforts of the organization. CTESOA's member agencies have over 150 years of combined experience providing fire and medical emergency response and rescue in the South Lake Tahoe area. LVFPD was established in 1947, SLTFR was established in 1965, and the FLLFD was established in 1982. Member agencies of the CTESOA understand the difficulty in providing emergency medical care and life transport in a mountainous area. The combination of mountainous terrain, extreme weather conditions, significant variations in seasonal population, congested highways, isolated communities and wilderness areas pose significant challenges to the timely delivery of emergency medical care and rescue services to CSA #3 residents and visitors. Despite the challenges, CTESOA has consistently provided emergency medical care with response times and a level of service in exceeding the standards set by the contract with El Dorado County.

The success of managing a large-scope contract also involves the hiring and training of qualified and competent personnel. CTESOA ensures all Paramedic personnel are licensed by the State of California and accredited with the County EMS Agency. The CTESOA ensures that EMT-I and EMT-P personnel are certified in El Dorado County and comply with regulations from the State of California Health and Safety Code, Division 2.5, and Title 22, Division 9, and ensure that the County EMS Agency Policies, Procedures, and Field Treatment Protocols are followed.

The fiscal management of the current contract between El Dorado County and the CTESOA has been a success story since the inception of the agreement in 2001. Although contractual funding caps have often been difficult to navigate, the administrative personnel – the Board of Directors as well as CTESOA staff – have ensured that the services offered by CTESOA have met and exceeded the requirements put forth by the County. The CTESOA personnel – as follows – efficiently manages the CTESOA’s fiscal affairs:

- The CTESOA Board of Directors consists of two elected representatives from the City of South Lake Tahoe, two elected representatives from Lake Valley Fire Protection District, and appointed officials from Fallen Leaf Lake Community Service District Fire Department. The Board’s organization consists of a Chairperson and Vice-Chairperson. The Board member positions are not compensated in any manner. The inclusion of elected officials on the Board ensures accountability to the constituents that they serve.
- An Executive Director is selected by the Board and is responsible to the Board of Directors. He/she is charged with overseeing CTESOA operations and making recommendations to the Board, as well as serving as Board Secretary. The Executive Director also works with the Fire Chiefs to develop operational plans and assist in their implementation as needed, and interfaces with El Dorado County EMSA on operational and business matters with the County.
- The CTESOA staff includes a Certified Public Accountant, who serves as Board Treasurer and is responsible for accurate and up-to-date financial reporting to the Board of Directors. Both the Executive Director and the Board Treasurer are tasked with facilitating and responding to the annual financial audit.
- The CTESOA Operations Manager oversees the day-to-day affairs of the organization. This includes the purchasing of materials and inventory planning of medical equipment/station supplies per CTESOA Policy. The position also works with the LVFPD Mechanic to ensure their functionality of ambulances without interruption of service.

On a quarterly basis, CTESOA receives funds from El Dorado County for the purpose of the provision of fire-based ambulance service. Personnel funds are appropriated to each subcontractor and include the maximum amount of money that Provider Agencies are authorized to spend for personnel. In the current contract, if a member agency exceeds its authorized appropriations level they must fund the overage from their District/City budget, or request authorization - prior to exceeding their cap - from the CTESOA Board for extraordinary circumstances. CTESOA may exceed its appropriations within a line item, but may not exceed its appropriations for each class without prior approval of the Board.

Adhering to the protocols set forth for effective fiscal management has allowed the CTESOA to effectively administer the funds received by El Dorado County, operate within the contractual requirements, exceed requisite response times, and provide high quality Emergency Medical Services to the residents and visitors of CSA #3.

Meeting the mandated administrative requirements of the contract between El Dorado County and the CTESOA requires stringent protocols and qualified personnel. CTESOA takes special pride in the quality of their administrative work in the required areas:

- Field Supervision – CTESOA administrative personnel, to include the Executive Director, Operations Manager, are available for daily medical operation questions or needs. In their absence, Battalion Chiefs are available 24/7 to respond to queries and requests.
- Training and Management of Clinical Personnel – lead Paramedics have been designated to oversee training within the respective transport agencies, which ensures standardization across all EMS personnel. The training meets or exceeds the requirements set forth by the El Dorado County EMSA and the State of California. Each new CTESOA employee must complete the El Dorado County accreditation process. CTESOA has also incorporated a County-approved Field Training Officer (FTO) program augment County and CSA #3 specific training. Training policies are developed in collaboration with El Dorado County EMSA and Barton Hospital, as well as annual skills testing.
- Recruitment, Orientation and Retention of Personnel – attracting, screening and selecting qualified personnel is acknowledged as a strong management practice, and the CTESOA recognizes its importance in securing and retaining an effective workforce. Along with a stringent application process, the CTESOA creates a positive environment within its organization and specific employee benefits to encourage high performance.
- Quality Improvement Process Management – as an active participant in the El Dorado County EMSA quality improvement process, CTESOA personnel work with both the EMS Medical Director, EMSA and Barton Hospital in Continuous Quality Improvement (CQI), a peer-based process that conducts a clinical review of patient care. The CQI process reveals potential areas for improvement within the EMS System including training opportunities and highlights outstanding clinical performance.
- Management of a Material Management and Distribution System - CTESOA uses the Operative IQ system for purchasing and distribution of materials primarily through a single point for medical supplies and equipment. This process lends to efficiency and accountability in ordering procedures, as well as fiscal practicality. All large value purchases such as cardiac monitors are approved by the CTESOA Board of Directors with the purchase being completed by either the Executive Director or designee.

- Fleet Management - The CTESOA's fleet of six four-wheel drive ambulances are maintained by a Master Mechanic/Fleet Manager through an agreement with LVFPD. CTESOA maintenance is tracked by the Fire Mechanic and includes vehicle life expectancy and replacement recommendations. Replacement schedules are presented to the Board of Directors so that replacements may be added into the budget process, as part of the fiscal management system.
- Driver Training and Risk Management – Emergency Vehicle Operations Courses (EVOC) and driver training programs are required of all CTESOA personnel. This requirement provides effective risk management, and thus reduction of costs pertaining to accidents and insurance premiums.
- OSHA Compliance and Exposure Control - CTESOA and member agencies have current policies and procedures in place for OSHA compliance and exposure control. This also reduces costs as they pertain to medical expenses and worker's compensation claims.
- Participation in Medicare/Medicaid Compliance Program – although the responsibility for the Medicare/Medicaid Compliance program rests on the El Dorado County EMSA, CTESOA's duty is to provide them with timely and accurate patient care records (PCRs) and billing information.
- Compliance and Quality Assurance Methods for Third Party Billing – also the responsibility of El Dorado County EMSA, CTESOA ensures that all records are completed and submitted in a timely manner with appropriate documentation.
- Health Insurance Portability and Accountability Act (HIPAA) Compliance – in accordance with the “Guidelines for Maintaining Privacy of Protected Health Information” policy, all PCRs are to be treated as confidential. CTESOA takes particular pride in ensuring that policies are followed and that the organization is compliant with all protocols as they relate to HIPAA, recognizing the potential costs associated with associated lawsuits.

CTESOA's only history is in providing 20 years of quality Emergency Medical Services to the residents and visitors to CSA #3, and meeting the fiscal and administrative requirements of the contract with El Dorado County.

It is important to note again that the member agencies and personnel associated with CTESOA are themselves intrinsically tied to our community. From the least senior EMT on up to the Board of Directors, all members of the CTESOA have a strong connection to the community they serve. Tahoe is unique - geographically, socially, economically, politically, and environmentally. To successfully provide a public-safety service to the depth and breadth of the community requires full comprehension of all aspects, and a respect for its history. In addition, it necessitates an understanding of the unique and challenging environment in which the ambulance service must work. CTESOA is the community it serves.

F. Cost Proposal

F.1) Provide a detailed, line-item cost proposal for all services identified in the RFP, clearly identifying and explaining the total costs for all activities, system enhancements, and/or potential cost escalation factors:

The proposed first-year budget will allow California Tahoe Emergency Services Operations Authority (CTESOA) to operate and build liquidity. The CTESOA has included an escalation factor of 2.5% on the non-controllable factors (line items 15-26) is to begin annually starting July 1, 2021 until the completion of the en-year contract and to continue with the five-year extension if extended.

Table 18. California Tahoe Emergency Services Operations Authority Annual Budget Year One.

#	Description	Amount
1	<i>Personal Protective Equipment (PPE)/Uniforms for Paramedics</i> <ul style="list-style-type: none"> The cost allotted for personal protection equipment (EMS County PPE), company shirts, sweatshirts, polos and jackets. 	\$7,700
2	<i>Computer Equipment</i> <ul style="list-style-type: none"> The cost allotted for new computers, printers, and internet routers as needed, as well as the cost for software renewals, website maintenance, and Operative IQ Inventory system. 	\$5,000
3	<i>Employee Training</i> <ul style="list-style-type: none"> The cost allotted for class, online training platforms, & certification reimbursement. 	\$5,000
4	<i>Employee Exp/Phys/Backgd</i> <ul style="list-style-type: none"> The costs for pre-employment drug screens, physicals, background checks, livescan fingerprints, and ambulance driver licensure. 	\$10,000
5	<i>Insurance</i> <ul style="list-style-type: none"> The cost for vehicle insurance. 	\$16,000
6	<i>Office/General Admin, Bank Fees/Charges</i> <ul style="list-style-type: none"> The cost for fees incurred by the bank and other miscellaneous charges. 	\$2,500
7	<i>Prof Fees- Attorney</i> <ul style="list-style-type: none"> The cost for legal services and representation. 	\$20,000
8	<i>Prof Fees- Accounting</i>	\$18,000

	<ul style="list-style-type: none"> The cost for the CPA and bookkeeping service. 	
9	<i>Prof Fees- Paychex</i> <ul style="list-style-type: none"> The cost of Payroll and Human Resource services. 	\$16,000
10	<i>Scholarships</i> <ul style="list-style-type: none"> The maximum reimbursement for employees concurrently enrolled in Paramedic School. 	\$5,000
11	<i>Station Supplies</i> <ul style="list-style-type: none"> The cost for necessary supplies not included under medical supplies. 	\$22,500
12	<i>Contingency</i> <ul style="list-style-type: none"> The Cost set aside for unpredicted expenses. 	\$12,000
13	<i>Snow Removal</i> <ul style="list-style-type: none"> The cost for snow plow services 	\$2,000
14	<i>Travel</i> <ul style="list-style-type: none"> The cost for long-distance Interfacility Transport (IFT) meal reimbursement, and other travel needs. 	\$5,000
15	<i>Tenant Improvement/ Capital Outlay</i> <ul style="list-style-type: none"> For the first year of the contract this amount will be used for tenant improvement, furnishing, and other necessities for the Station Headquarters. Beginning in year two and beyond this will be the replacement cost for depreciating assets. 	\$125,000
16	<i>Ambulance Remount/ Lease</i> <ul style="list-style-type: none"> Current remount cost. 	\$30,000
17	<i>Dispatch Contract</i> <ul style="list-style-type: none"> The contracted amount for dispatch services (see Dispatch Service Contract). 	\$265,225
18	<i>Supplies - Medical</i> <ul style="list-style-type: none"> Medical supply ambulance and back stock inventory. 	\$125,000
19	<i>Prof Fees- Lake Valley</i> <ul style="list-style-type: none"> The Board of Director's approved amount to Lake Valley for ambulance employee payroll reimbursement. 	\$1,132,500
20	<i>Communications/Cell</i> <ul style="list-style-type: none"> The cost allotted for the operations manager's work phone, tablets for ePCR, and cardiac monitor transmission. 	\$8,000

21	<i>Salaries; Health/Work. Comp</i> <ul style="list-style-type: none"> JPA employee and ED (see org chart) cost for salaries, health benefits, and workmen's compensation insurance for 2 full time (24/7 365 days) medic units and 1 part-time 4,380 hours a year coverage. 	\$1,805,000
22	<i>Ambulance/Equip Maintenance</i> <ul style="list-style-type: none"> The projected cost for oil changes, fleet manager hourly rate, vehicle maintenance, and equipment repair/ replacement 	\$40,000
23	<i>Utilities</i> <ul style="list-style-type: none"> The cost for trash, internet, phone, gas, & electric services. 	\$5,000
24	<i>Fuel</i> <ul style="list-style-type: none"> The cost for ambulance and utility vehicle fuel. 	\$45,000
25	<i>Critical Care Transport</i> <ul style="list-style-type: none"> The cost set aside for Critical Care Transports per the Ground Transport Agreement. 	\$20,000
26	<i>401k</i> <ul style="list-style-type: none"> The cost to set up and maintain an employee retirement program with employer contribution per required CalSavers Program. 	\$32,000
	<i>TOTAL EXPENSES</i>	\$3,779,425

CTESOA is to be compensated in four (4) quarterly payments of \$944,856.25 for a total of \$3,779,425.00 for the initial year of this Agreement. County shall increase the monthly payment, based on an escalation factor of 2.5% on the non-controllable factors, as shown in the table below. In addition to the proposed increases below, County will annually increase compensation by a percentage that is equal to the Medicare Ambulance Inflation Factor (AIF) released by the Centers for Medicare and Medicaid Studies and effective for each calendar year. In the event that the AIF is zero or a negative percentage in any given year, Contractor compensation will not be changed during that year.

In addition to the above proposed budget, CTESOA is requesting an additional, one-time, lump sum payment for the phase 2 renovation. The El Dorado County owned building will include necessary construction to house the ambulances while bringing the building up to the California building code for an essential service construction. s. The CTESOA will release an RFP for phase 2 similar to the phase one RFP.

Table 19. California Tahoe Emergency Services Operations
Authority Quarterly Compensation Rate by Year

Year	Annual Budget	Quarterly Compensation Rate
2021	\$3,779,425.00	\$944,856.25
2022	\$3,871,5694.00	\$967,892.31
2023	\$3,972,057.00	\$993,014.22
2024	\$4,069,098.00	\$1,017,274.42
2025	\$4,168,607.00	\$1,042,151.68
2026	\$4,270,647.00	\$1,067,661.74
2027	\$4,375,283.00	\$1,093,820.75
2028	\$4,482,581.00	\$1,120,645.26
2029	\$4,592,609.00	\$1,148,152.25
2030	\$4,705,437.00	\$1,176,359.16

F.2) Provide a written narrative identifying and explaining all proposed/budgeted line items as yearly or contract period costs as well as the necessity and reasonableness of the proposed cost:

BUDGET NARRATIVE:

1. PPE/Uniforms (\$7,700): New personnel uniforms including class B shirt, sweatshirt and jacket.
2. Computer Equipment (\$5,000): Each year we have a plan to replace aging ipads and office computers, CQI laptops and printers. This cost also covers website maintenance and software licences.
3. Employee Training (\$5,000): County and State required certifications and trainings for emergency vehicle operations course, international trauma life support, pediatric advanced life support, CPR, paramedic accreditation and skills, advanced cardiac life support, First Aid, and online training for continuing education's using Target Solutions online training platform and

certificate tracking. These certifications are required and renewals range from one to three years depending on the certification.

4. Empl Exp / Phys / Background (\$10,000): State and County mandated new employee background, live scan, DMV, and physicals for every non safety new employee.

5. Insurance (\$16,000): ISU Vehicle Insurance; Annual fee (see **Appendix B: CTESOA Insurance Summary**)

6. Office/ General Admin, Bank Fees/Charges (\$2,500): The cost for fees incurred by the bank and other miscellaneous charges.

7. Prof Fees – Attorney (\$20,000): The CTESOA Board of Directors retained legal counsel in 2016 and is billed at an hourly rate when utilized.

8. Prof Fees – Accounting (\$18,000): CTESOA board appointed a CPA as the CTESOA Treasurer in 2016 and utilizes them to process monthly invoices per auditor recommendation and bills annually for the service.

9. Prof Fees – Paychex (\$16,000): Paychex is contracted for providing payroll and HR services for non safety employees and charges a monthly fee based on the number of employees employed as non safety employees.

10. Scholarships (\$5,000): In 2017 the CTESOA board voted to support continuing education for EMT's enrolled in Paramedic school. The scholarship program is a \$2500-\$5000 scholarship which is paid out in equal portions each pay period, half to be paid from the start of school for six (6) months, the remainder to be paid in increments after they are licensed and accredited in El Dorado County as a Paramedic. If there are more applicants than the JPA could financially sustain at one time, an interview and testing process performed by the Fire Department Chiefs and the Executive Director would determine the recipients of the scholarships. In order to continue receiving the scholarship, the employee would be required to maintain a B-average or higher GPA, and sign a contract agreeing to maintain employment with the JPA a minimum of 8 months post-graduation. If the employee were to drop out of school or discontinue employment prematurely, the employee would be required to pay back the amount of the scholarship received.

11. Station Supplies (\$22,500): Monthly expenses for janitorial supplies to maintain a clean safe station as well as cleaning supplies for washing the ambulances. General office supplies such as paper and pens are also included in this budget.

12. Contingency (\$12,000): Budget that covers unexpected expenses during the course of a fiscal year not to exceed \$12,000.

13. Snow Removal (\$2,000): Season expense to clear snow from the station to ensure emergency personnel respond in a timely manner.

14. Travel (\$5,000): Travel expenses are used to support the training budget and are used to reimburse employees for travel related expenses incurred while attending training.

15. Tenant Improvement/ Capital Outlay (\$125,000): For the first year of the contract this amount will be used for tenant improvement, furnishing, and other necessities for Headquarters. Beginning year two and on, this will be the replacement cost for depreciating assets

16. Ambulance Remount/ Lease (\$30,000): Capital reserves are utilized for repair and replacement of capital assets such as ambulances. This amount is designated for lease payment on new ambulance chassis. Three ambulance remounts are forecasted in years 2023, 2026 and 2027.

17. Dispatch Contract (\$265,225): The CTESOA is contracted with the City of South Lake Tahoe Public Safety Communication Center until August of 2024.

18. Supplies – Medical (\$125,000): CTESOA complies with El Dorado County mandated medical supplies and required backstock. Medical supplies are tracked and replenished monthly utilizing an online platform called Operative IQ(monthly fee). Medical supply use is recorded on EPCR per El Dorado County policy.

19. Prof Fees - Lake Valley (\$1,132,500): Lake Valley Fire Protection District (LVFPD) has a transporting agreement with the CTESOA for one fully staffed all-risk fire ambulance 365 days a year, 24-hours a day, for a total of 8,760 hours a year (see **Appendix D** for agreement and **Appendix C** for org chart). On a monthly basis, the CTESOA shall receive funds for the purpose of providing dual role fire paramedic ambulance service. Personnel funds are appropriated to LVFPD and include the reimbursement for six fully burdened all risk Firefighter EMT-P. \$1,132,500 is the maximum amount of funding that LVFPD is authorized to spend for personnel on behalf of the CTESOA. If the member agency exceeds its authorized appropriations level they either must fund the overage from their fire district budget or request authorization, prior to exceeding their cap, from the CTESOA Board for extraordinary circumstances. The staffing of a fire-based hybrid system within CSA #3 has been the established constituent expectation since 2001 due to the unique needs of CSA #3.

The LVFPD's Medic 7 sits on the eastern slope of El Dorado County where an extremely high volume of hikers, climbers, skiers, and other outdoor enthusiasts find their way miles from the pavement. Medic 7 all-risk fire personnel are trained in one or all of the following: Low Angle Rope Rescue Operations (LARRO), Rescue Systems 1 (RS1), Rescue Systems 2 (RS2), Rigging for Rescuers, and Rope Rescue Technician. Rope Rescue Technician is the highest state level training for rope rescuers. Medic 7 all-risk fire personnel are trained in avalanche rescue and carry specialty equipment consisting of transceivers, probes, shovels, hasty packs, and snow clothing. Medic 7 all-risk fire personnel are trained in swift water and ice rescue and carry dry suits, helmets, personal flotation devices (PFDs), throw bags, and other rescue equipment. Medic 7 all-risk fire paramedics train and work with helicopters, snowmobiles, and snow cats. The LVFPD's all-risk fire paramedics are compensated for their higher level of training and delivery of service.

20. Communications / Cell (\$8,000): Each ambulance has 1 ipad with data plan to record EPCR data required by the County for a total of 7 plans. Each ambulance is equipped with heart monitor and data plan to transmit 12 lead charts to receiving hospitals. All data plans receive a government discount monthly.

21. Salaries (Health/Work Comp) (\$1,805,000): Salaries in this budget line item operate the two full time and one part time ambulances for a total ambulance staffed time of 21,900 hours per year. This number includes the annual cost for Worker's Compensation Insurance, Health Benefits, and liability for employee's Earned Time Off. The 2 full time and 1 part time ambulances respond to over 84% of the calls in CSA #3. The CTESOA commonly refers to "non safety" or "single role" employees as JPA employees with a primary role of providing ALS transport. The JPA employees are at will employees, non union and are NOT eligible for California PERS benefits. The part time ambulance is utilized during the peak seasons to assist with the system status management plan. The CTESOA has operated a fourth part time ambulance since July 2017. The fourth part time ambulance is staffed 12 hours a day to assist with the increased interfacility transfers (IFT) from Barton Health and is staffed full time during the high tourist seasons to assist with the increased call volume. The part time medic unit is a necessary addition to the regular full time medic units and has allowed the CTESOA to remain compliant with the contract response times for CSA #3.

22. Ambulance/Equip Maintenance (\$40,000): Ambulance repairs and maintenance occur on a weekly basis and are invoiced monthly once reviewed by the executive director. See **Appendix J: LVFPD Maintenance Agreement 2018** for Maintenance Agreement between CTESOA and LVFPD in regards to maintenance services provided by LVFPD. All necessary repairs will be done immediately by on-duty personnel, if the repair is within the scope of their expertise. If repair cannot be immediately made, a description of the trouble will be written on an Apparatus Malfunction and Maintenance Report (see **Appendix J: Cal Tahoe Ambulance Maint Plus Checklist 2019**) or in the Apparatus Log and reported to the duty officer, station captain, senior personnel or Fleet Manager/Master Fire Mechanic. All repairs shall be done by the Fleet Manager/Master Fire Mechanic or his qualified designee.

A Daily and Monthly Service Checklist will be completed for all apparatus as the services are completed. The mechanic shall maintain the summary report up-to-date and keep the operations officer informed as to the status of all apparatus service and repairs.

23. Utilities (\$5,000): Monthly utility expenses are reviewed per policy and include the cost for trash, internet, phone, gas and electric services.

24. Fuel (\$45,000): The CTESOA is a member of a fleet fuel supplier (CFN.) All ambulance fuel is monitored and tracked for each ambulance on a monthly basis prior to paying the monthly invoice.

25. Critical Care Transport (\$20,000): The cost set aside for Critical Care Transports per the Ground Transport Agreement.

26. 401k (\$32,000): The cost to set up and maintain an employee retirement program with employer contribution, as required by California State Legislation.

27. Ambulance Warranties (\$6,000): The cost for extended warranty purchases on new or remounted ambulances and is expected to be needed in year three of the proposed contract.

Additional work beyond the normal ambulance service will be compensated separately.

The CTESOA will insist the services agreement allow for re-negotiation of certain terms, including budget line items identified as #18-#24, at least once during the term of the agreement.

G. Subcontracts

G.1) Describe the nature of any subcontracts or proposed subcontracts that will be utilized, including any plan to contract with a dispatch subcontractor if applicable. If no subcontracts will be utilized, clearly indicate so.

The subcontractors for the CTESOA are as follows, and the current subcontracts for each entity is included in appendices as noted.

1. SLTPS Communication Center:

CTESOA is contracted with the City of South Lake Tahoe Public Safety Communication Center for dispatch services until August of 2024 with the ability to extend until August 2029. The City of South Lake Tahoe Public Safety Communication Center has been providing dispatch services for CTESOA since 2001. A copy is included in **Appendix Q**.

2. Reach Air Medical

REACH Air Medical is contracted by the CTESOA to provide Critical Care Transport. REACH operates an air ambulance transportation service and, from time to time, requires the assistance of ground ambulance services. A copy is included in **Appendix Q**.

3. Lake Valley Fire Protection District

CTESOA is contracted with Lake Valley Fire Protection District (LVFPD) for Emergency and Non-Emergency transport services. LVFPD has been providing dual role firefighter paramedics services since 2001. A copy is included in **Appendix D**.

CONTRACTS for all three subcontractors have been included starting on the next page.

G.2) Provide evidence of insurance for any subcontractor that is already a party to an executed agreement with the Proposer, who the proposer also intends to use in the contract resulting from this RFP. Evidence of insurance must meet the same minimum requirements as the Proposer, as specified in Exhibit “A”.

All Insurance Information and Policy Summaries are in **Appendix B**. The SLTPS Communication Center is covered under the City Liability Insurance. Ryan Wagoner, Executive Director of CTESOA is covered under the CTESOA Insurance Policy, while Lake Valley Fire Protection District is covered by the LV Insurance Policy. All policies meet the minimum requirements as the Proposer, as specified in Exhibit “A”.

APPENDIX A Contents:
Signatory Agreement for CTESOA Executive Director

**BOARD OF DIRECTORS OF THE
CALIFORNIA TAHOE EMERGENCY SERVICES AUTHORITY
EL DORADO COUNTY, CALIFORNIA**

**RESOLUTION NO. 7
RESOLUTION DELEGATING AUTHORITY
TO SUBMIT PROPOSAL AND ENTER INTO AN EMERGENCY SERVICES
CONTRACT WITH THE COUNTY OF EL DORADO**

WHEREAS, the purpose of the California Tahoe Emergency Services Authority (“EMS JPA”), as identified by Section 2 of the Second Amended Joint Powers Agreement to Establish, Operate, and Maintain an Emergency Medical Services Authority (“JPA Agreement”), is to provide ambulance and other emergency medical services within the Tahoe Basin and other portions of El Dorado County (“County”), in particular County Service Area No. 3; and

WHEREAS, the EMS JPA is currently providing ambulance and other emergency medical services in County Service Area No. 3 pursuant to a service contract with the County which will terminate on August 31, 2021; and

WHEREAS, California Government Code section 6508 authorizes the EMS JPA to make and enter into contracts; and

WHEREAS, Section 3(d) of the JPA Agreement authorizes the EMS JPA to enter into and perform all necessary contracts pursuant to Article 53 (commencing with Section 20810) of Part 3 of Division 2 of the Public Contract Code; and

WHEREAS, on April 16, 2021, the County issued a Request for Proposals (“County RFP”) for emergency, non-emergency, inter-facility, and critical care transport ambulance services for County Service Area No. 3; and

WHEREAS, the Board established a temporary advisory committee composed solely of two members of the Board to advise the Board regarding the EMS JPA’s response to the RFP; and

WHEREAS, California Government Code section 20811 authorizes the EMS JPA to contract with any other public agency for emergency medical services, ambulance services, and any other emergency services for the protection of lives and property; and

WHEREAS, Section 7.1 of the California Tahoe Emergency Services Operations Authority Bylaws (“Bylaws”) authorizes the Board of Directors (“Board”) of the EMS JPA to delegate its contracting authority to any officer or officers, agent or agents of the EMS JPA and to execute and deliver any instrument in the name of and on behalf of the EMS JPA; and

WHEREAS, the Board wishes to authorize the Executive Director of the EMS JPA to submit a proposal in response to the County RFP on behalf of and in the name of the EMS JPA and to negotiate and enter into a contract with the County, if selected.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CALIFORNIA TAHOE EMERGENCY SERVICES AUTHORITY that:

1. The foregoing recitals are true and correct.
2. The Board delegates to the Executive Director of the EMS JPA, or designee, the authority to submit a proposal on behalf of the EMS JPA in response to the pending El Dorado County RFP, for emergency, non-emergency, inter-facility and critical care transport ambulance services.
3. The Board delegates to the Executive Director of the EMS JPA, or designee, the authority to negotiate and execute a contract with El Dorado County on behalf of the EMS JPA consistent with its proposal.

PASSED AND ADOPTED by the following vote this 24th day of May 24, 2021.

AYE: Tamara Wallace, Leona Allen, Mike Cathcart

NO:

ABSTAIN:

ABSENT: John Rice, Cody Bass



Chairperson, Board of Directors
California Tahoe Emergency Services Authority
El Dorado County, State of California

APPENDIX B Contents: CTESOA Organizational Information

EIN Number (Quarterly)

JPA Amendment #1

JPA Amendment #2

JPA Amendment #3

JPA Amendment #4

Signed Bylaws

CTESOA Insurance Summary

LVFPD Insurance Policy

SLT City Liability Insurance

FLFD Insurance

Employee Handbook 2020

Policies and Procedures 2020

Form **941 for 2021: Employer's QUARTERLY Federal Tax Return**

(Rev. March 2021)

Department of the Treasury -- Internal Revenue Service

OMB No. 1545-0029

Employer identification number (EIN)	6	8	-	0	4	7	9	6	2	6
Name (not your trade name)	CALIFORNIA TAHOE EMERGENCY SVC									
Trade name (if any)										
Address	PO BOX 8917									
	Number	Street						Suite or room number		
	SOUTH LAKE TAHOE						CA	96150		
	City						State		ZIP code	
	Foreign country name			Foreign province/county			Foreign postal code			

**Report for this Quarter of 2021
(Check one.)**

- ☒ 1: January, February, March
- ☐ 2: April, May, June
- ☐ 3: July, August, September
- ☐ 4: October, November, December

Go to www.irs.gov/Form941 for instructions and the latest information.

Read the separate instructions before you complete Form 941. Type or print within the boxes.

Part 1: Answer these questions for this quarter.

1	Number of employees who received wages, tips, or other compensation for the pay period including: Mar. 12 (Quarter 1), June 12 (Quarter 2), Sept. 12 (Quarter 3), or Dec. 12 (Quarter 4)	1	19
2	Wages, tips, and other compensation	2	257,502.97
3	Federal income tax withheld from wages, tips, and other compensation	3	29,654.54
4	If no wages, tips, and other compensation are subject to social security or Medicare tax	<input type="checkbox"/>	Check and go to line 6.
		Column 1	Column 2
5a	Taxable social security wages . . .	257,502.97	31,930.37
5a	(i) Qualified sick leave wages
5a	(ii) Qualified family leave wages
5b	Taxable social security tips
5c	Taxable Medicare wages & tips . . .	257,502.97	7,467.59
5d	Taxable wages & tips subject to Additional Medicare Tax withholding	.	.
5e	Total social security and Medicare taxes. Add Column 2 from lines 5a, 5a(i), 5a(ii), 5b, 5c, and 5d	5e	39,397.96
5f	Section 3121(q) Notice and Demand —Tax due on unreported tips (see instructions) . . .	5f	.
6	Total taxes before adjustments. Add lines 3, 5e, and 5f	6	69,052.50
7	Current quarter's adjustment for fractions of cents	7	.07
8	Current quarter's adjustment for sick pay	8	.
9	Current quarter's adjustments for tips and group-term life insurance	9	.
10	Total taxes after adjustments. Combine lines 6 through 9	10	69,052.57
11a	Qualified small business payroll tax credit for increasing research activities. Attach Form 8974	11a	.
11b	Nonrefundable portion of credit for qualified sick and family leave wages from Worksheet 1	11b	.
11c	Nonrefundable portion of employee retention credit from Worksheet 1	11c	.

► You MUST complete all three pages of Form 941 and SIGN it.

Next ➡

Name (not your trade name) CALIFORNIA TAHOE EMERGENCY SVC	Employer identification number (EIN) 68-0479626
--	--

Part 1: Answer the questions for this quarter. (continued)

11d	Total nonrefundable credits. Add lines 11a, 11b, and 11c.	11d	<input type="text" value="."/>
12	Total taxes after adjustments and nonrefundable credits. Subtract line 11d from line 10	12	<input type="text" value="69,052.57"/>
13a	Total deposits for this quarter, including overpayment applied from a prior quarter and overpayments applied from Form 941-X, 941-X (PR), 944-X, or 944-X (SP) filed in the current quarter	13a	<input type="text" value="69,052.57"/>
13b	Reserved for future use	13b	<input type="text" value="."/>
13c	Refundable portion of credit for qualified sick and family leave wages from Worksheet 1.	13c	<input type="text" value="."/>
13d	Refundable portion of employee retention credit from Worksheet 1	13d	<input type="text" value="."/>
13e	Total deposits and refundable credits. Add lines 13a, 13c, and 13d	13e	<input type="text" value="69,052.57"/>
13f	Total advances received from filing Form(s) 7200 for the quarter	13f	<input type="text" value="."/>
13g	Total deposits and refundable credits less advances. Subtract line 13f from line 13e	13g	<input type="text" value="69,052.57"/>
14	Balance due. If line 12 is more than line 13g, enter the difference and see the instructions	14	<input type="text" value="."/>
15	Overpayment. If line 13g is more than line 12, enter the difference <input type="text" value="."/> Check one: <input type="checkbox"/> Apply to next return. <input type="checkbox"/> Send a refund.		

Part 2: Tell us about your deposit schedule and tax liability for this quarter.

If you're unsure about whether you're a monthly schedule depositor or a semiweekly schedule depositor, see section 11 of Pub. 15.

16	Check one: <input type="checkbox"/> Line 12 on this return is less than \$2,500 or line 12 on the return for the prior quarter was less than \$2,500, and you didn't incur a \$100,000 next-day deposit obligation during the current quarter. If line 12 for the prior quarter was less than \$2,500 but line 12 on this return is \$100,000 or more, you must provide a record of your federal tax liability. If you're a monthly schedule depositor, complete the deposit schedule below; if you're a semiweekly schedule depositor, attach Schedule B (Form 941). Go to Part 3.
	<input type="checkbox"/> You were a monthly schedule depositor for the entire quarter. Enter your tax liability for each month and total liability for the quarter, then go to Part 3.
	Tax liability: Month 1 <input type="text" value="."/>
	Month 2 <input type="text" value="."/>
	Month 3 <input type="text" value="."/>
	Total liability for quarter <input type="text" value="."/> Total must equal line 12.
	<input checked="" type="checkbox"/> You were a semiweekly schedule depositor for any part of this quarter. Complete Schedule B (Form 941), Report of Tax Liability for Semiweekly Schedule Depositors, and attach it to Form 941. Go to Part 3.

► You MUST complete all three pages of Form 941 and SIGN it.

Next ➡

Name (not your trade name)

CALIFORNIA TAHOE EMERGENCY SVC

Employer identification number (EIN)

68-0479626

Part 3: Tell us about your business. If a question does NOT apply to your business, leave it blank.

- 17** If your business has closed or you stopped paying wages ☐ Check here, and enter the final date you paid wages ; also attach a statement of your return. See Instructions.
- 18** If you're a seasonal employer and you don't have to file a return for every quarter of the year . . . ☐ Check here.
- 19** Qualified health plan expenses allocable to qualified sick leave wages **19** .
- 20** Qualified health plan expenses allocable to qualified family leave wages **20** .
- 21** Qualified wages for the employee retention credit **21** .
- 22** Qualified health plan expenses allocable to wages reported on line 21 **22** .
- 23** Credit from Form 5884-C, line 11, for this quarter **23** .
- 24** Reserved for future use **24** .
- 25** Reserved for future use **25** .

Part 4: May we speak with your third-party designee?

Do you want to allow an employee, a paid tax preparer, or another person to discuss this return with the IRS? See the instructions for details.

☐ Yes. Designee's name and phone number

Select a 5-digit personal identification number (PIN) to use when talking to the IRS.

☒ No.

Part 5: Sign here. You MUST complete all three pages of Form 941 and SIGN it.

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

X**Sign your name here**REFERENCE COPY PREPARED BY PAYCHEX
DO NOT FILE

Print your name here

Print your title here

Date Best daytime phone **Paid Preparer Use Only**Check if you're self-employed ☐Preparer's name PTIN Preparer's signature Date Firm's name (or yours if self-employed) EIN Address Phone City State ZIP code

Schedule B (Form 941):

Report of Tax Liability for Semiweekly Schedule Depositors

(Rev. January 2017)

Department of the Treasury -- Internal Revenue Service

OMB No. 1545-0029

Employer identification number (EIN)

6

8

-

0

4

7

9

6

2

6

Name (not your trade name)

CALIFORNIA TAHOE EMERGENCY SVC

Calendar year

2

0

2

1

(Also check quarter)

Report for this Quarter ... (Check one.)

☒ 1: January, February, March

☐ 2: April, May, June

☐ 3: July, August, September

☐ 4: October, November, December

Use this schedule to show your TAX LIABILITY for the quarter; don't use it to show your deposits. When you file this form with Form 941 or Form 941-SS, don't change your tax liability by adjustments reported on any Forms 941-X or 944-X. You must fill out this form and attach it to Form 941 or Form 941-SS if you're a semiweekly schedule depositor or became one because your accumulated tax liability on any day was \$100,000 or more. Write your daily tax liability on the numbered space that corresponds to the date wages were paid. See Section 11 in Pub. 15 for details.

Month 1

1		9		17		25	
2		10		18		26	
3		11		19		27	11,372.76
4		12		20		28	
5		13	11,806.55	21		29	
6	806.46	14		22		30	
7		15		23		31	
8		16		24			

Tax liability for Month 1

23,985.77

Month 2

1		9		17		25	
2		10	10,212.12	18		26	
3		11		19		27	
4		12		20		28	
5		13		21		29	
6		14		22		30	
7		15		23		31	
8		16		24	11,431.28		

Tax liability for Month 2

21,643.40

Month 3

1		9		17		25	
2		10	11,542.52	18		26	
3		11		19		27	
4		12		20		28	
5		13		21		29	
6		14		22		30	
7		15		23		31	
8		16		24	11,880.88		

Tax liability for Month 3

23,423.40

Fill in your total liability for the quarter (Month 1 + Month 2 + Month 3) ►

Total must equal line 12 on Form 941 or Form 941-SS.

Total liability for the quarter

69,052.57

Worksheet 1. Credit for Qualified Sick and Family Leave Wages and the Employee Retention Credit
Keep for Your Records
Determine how you will complete this worksheet

If you paid both qualified sick and family leave wages and qualified wages for purposes of the employee retention credit this quarter, complete Step 1, Step 2, and Step 3. If you paid qualified sick and family leave wages this quarter but you didn't pay any qualified wages for purposes of the employee retention credit this quarter, complete Step 1 and Step 2. If you paid qualified wages for purposes of the employee retention credit this quarter but you didn't pay any qualified sick and family leave wages this quarter, complete Step 1 and Step 3.

Step 1. Determine the employer share of social security tax this quarter after it is reduced by any credit claimed on Form 8974 and any credit to be claimed on Form 5884-C and/or Form 5884-D			
1a	Enter the amount of social security tax from Form 941, Part 1, line 5a, column 2	1a	31,930.37
1b	Enter the amount of social security tax from Form 941, Part 1, line 5b, column 2	1b	
1c	Add lines 1a and 1b	1c	31,930.37
1d	Multiply line 1c by 50% (0.50)	1d	15,965.19
1e	If you're a third-party payer of sick pay that isn't an agent and you're claiming credits for amounts paid to your employees, enter the employer share of social security tax included on Form 941, Part 1, line 8 (enter as a positive number)	1e	
1f	Subtract line 1e from line 1d	1f	15,965.19
1g	If you received a Section 3121(q) Notice and Demand during the quarter, enter the amount of the employer share of social security tax from the notice	1g	
1h	Employer share of social security tax. Add lines 1f and 1g	1h	15,965.19
1i	Enter the amount from Form 941, Part 1, line 11a (credit from Form 8974)	1i	
1j	Enter the amount to be claimed on Form 5884-C, line 11, for this quarter	1j	
1j(i)	Enter the amount to be claimed on Form 5884-D, line 12, for this quarter	1j(i)	
1k	Total nonrefundable credits already used against the employer share of social security tax. Add lines 1i, 1j, and 1j(i)	1k	
1l	Employer share of social security tax remaining. Subtract line 1k from line 1h	1l	15,965.19
Step 2. Figure the sick and family leave credit			
2a	Qualified sick leave wages reported on Form 941, Part 1, line 5a(i), column 1	2a	
2a(i)	Qualified sick leave wages included on Form 941, Part 1, line 5c, but not included on Form 941, Part 1, line 5a(i), column 1, because the wages reported on that line were limited by the social security wage base	2a(i)	
2a(ii)	Total qualified sick leave wages. Add lines 2a and 2a(i)	2a(ii)	
2a(iii)	Qualified sick leave wages excluded from the definition of employment under section 3121(b)	2a(iii)	
2b	Qualified health plan expenses allocable to qualified sick leave wages (Form 941, Part 3, line 19)	2b	
2c	Employer share of Medicare tax on qualified sick leave wages. Multiply line 2a(ii) by 1.45% (0.0145)	2c	
2d	Credit for qualified sick leave wages. Add lines 2a(ii), 2a(iii), 2b, and 2c	2d	
2e	Qualified family leave wages reported on Form 941, Part 1, line 5a(ii), column 1	2e	
2e(i)	Qualified family leave wages included on Form 941, Part 1, line 5c, but not included on Form 941, Part 1, line 5a(ii), column 1, because the wages reported on that line were limited by the social security wage base	2e(i)	
2e(ii)	Total qualified family leave wages. Add lines 2e and 2e(i)	2e(ii)	
2e(iii)	Qualified family leave wages excluded from the definition of employment under section 3121(b)	2e(iii)	
2f	Qualified health plan expenses allocable to qualified family leave wages (Form 941, Part 3, line 20)	2f	
2g	Employer share of Medicare tax on qualified family leave wages. Multiply line 2e(ii) by 1.45% (0.0145)	2g	
2h	Credit for qualified family leave wages. Add lines 2e(ii), 2e(iii), 2f, and 2g	2h	
2i	Credit for qualified sick and family leave wages. Add lines 2d and 2h	2i	
2j	Nonrefundable portion of credit for qualified sick and family leave wages. Enter the smaller of line 1l or line 2i. Enter this amount on Form 941, Part 1, line 11b	2j	
2k	Refundable portion of credit for qualified sick and family leave wages. Subtract line 2j from line 2i and enter this amount on Form 941, Part 1, line 13c	2k	
Step 3. Figure the employee retention credit			
3a	Qualified wages (excluding qualified health plan expenses) for the employee retention credit (Form 941, Part 3, line 21)	3a	
3b	Qualified health plan expenses allocable to qualified wages for the employee retention credit (Form 941, Part 3, line 22)	3b	
3c	Add lines 3a and 3b	3c	
3d	Retention credit. Multiply line 3c by 70% (0.70)	3d	
3e	Enter the amount of the employer share of social security tax from Step 1, line 1l	3e	15,965.19
3f	Enter the amount of the nonrefundable portion of the credit for qualified sick and family leave wages from Step 2, line 2j	3f	
3g	Subtract line 3f from line 3e	3g	15,965.19
3h	Nonrefundable portion of employee retention credit. Enter the smaller of line 3d or line 3g. Enter this amount on Form 941, Part 1, line 11c	3h	
3i	Refundable portion of employee retention credit. Subtract line 3h from line 3d and enter this amount on Form 941, Part 1, line 13d	3i	

AMENDMENT NUMBER ONE TO THE AMENDED
JOINT POWERS AGREEMENT TO ESTABLISH, OPERATE, AND
MAINTAIN AN EMERGENCY MEDICAL SERVICES AUTHORITY

THIS AMENDMENT, dated / - // - 2016, by and between the City of South Lake Tahoe ("City") and the Lake Valley Fire Protection District ("Lake Valley"), collectively referred to as ("Parties") is entered into pursuant to the provisions of Title 1, Chapter 5, Article 1, Sections 6500 et seq. of the California Government Code relating to joint exercise of powers.

RECITALS

WHEREAS, Lake Valley and City have previously entered into an "Amended Joint Powers Agreement ("Agreement") to Establish, Operate, and Maintain an Emergency Medical Services Authority, dated January 1, 2007; and

WHEREAS the Agreement established the California Tahoe Emergency Services Operations Authority, ("EMS JPA"); and

WHEREAS, the Agreement contains provision 5.4 which states each year at its 1st meeting of the fiscal year, the Board of Directors shall elect a Chairperson, Vice-Chairperson, Secretary and Treasurer for the term lasting until his or her successor shall be elected and shall assume the respective office.

WHEREAS the Board of Directors of the EMS JPA held a regular scheduled Board meeting on January 11th, 2016 wherein they reviewed and approved as amendment to the Cal Tahoe JPA bylaws; and

WHEREAS the Cal Tahoe bylaws state each year at its 1st calendar year meeting, the Board of Directors shall elect a Chairperson, Vice-Chairperson, Secretary and Treasurer for the term lasting until his or her successor shall be elected and shall assume the respective office.

WHEREAS the Executive Director shall file a notice of amendment to the Agreement with the Office of Secretary of State and shall file a complete copy of the full text of the original Agreement and this Amendment with the State Controller within 30 days of the effective date of this Amendment.

NOW THEREFORE, the Parties do hereby agree that the Agreement shall be amended to change provision 5.4 as follows:

Section 5.4. Of the Agreement is hereby amended in total with the following:

Governing Board. The EMS JPA shall be administered by its Governing Board (hereinafter "Board"). The Board may do and perform all acts which are necessary to accomplish the purposes set forth above. The Board shall be composed of one elected representative from the City of South Lake Tahoe and two representatives from Lake Valley Fire Protection District. Each Member Agency may each appoint an alternate to serve in the absence of their appointed member. Each Member Agency shall notify the EMS JPA of this appointment in writing. Each alternate shall have the authority to attend the meetings of the Board, but shall not participate or vote unless the appointed representative is absent. Each representative or alternate shall serve at the pleasure of the appointing body. Each representative, or in the representative's absence, his or her alternate, shall have one (1) vote. A unanimous vote shall be required for the adoption of a resolution or ordinance or for any other action.

Section 2. Unless amended or modified by this Amendment number one, all other terms and conditions of the Agreement shall remain unchanged and of full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment number one to the Agreement as of the date first above written, and the City Council and Governing Boards of Lake Valley have duly approved this Amendment number one by filing with the EMS JPA Governing Board an executed, certified copy of its duly adopted authorizing resolution.

CITY OF SOUTH LAKE TAHOE

Date: Jan 11, 2016

By: Wendy David
Mrs. Wendy David, Mayor

LAKE VALLEY FIRE PROTECTION
DISTRICT

Date: 1/11/2016

By: Dave Huber
Dave Huber Chairman, Board of Directors

AMENDMENT NUMBER TWO TO THE AMENDED
JOINT POWERS AGREEMENT TO ESTABLISH, OPERATE,
AND MAINTAIN AN EMERGENCY MEDICAL SERVICES
AUTHORITY

THIS AMENDMENT, dated April 10, 2017, by and between the City of South Lake Tahoe ("City") and the Lake Valley Fire Protection District ("Lake Valley"), collectively referred to as ("Parties") is entered into pursuant to the provisions of Title 1, Chapter 5, Article 1, Sections 6500 et seq. of the California Government Code relating to joint exercise of powers.

RECITALS

WHEREAS, Lake Valley and City have previously entered into an "Amended Joint Powers Agreement ("Agreement") to Establish, Operate, and Maintain an Emergency Medical Services Authority, dated January 1, 2007; and

WHEREAS the Agreement established the California Tahoe Emergency Services Operations Authority, ("EMS JPA"); and

WHEREAS, the Agreement contains a provision 3.1 which states the CTESOA Board of Directors shall consist of 2 elected representatives from each of its member agencies in addition to the Fire Chiefs of the respective agencies. The Board member positions shall be a non-compensated position from CTESOA.

WHEREAS, the Agreement contains a provision 3.2 which states an Executive Director or designee shall be selected by the Board and will be responsible to the Board of Directors and charged to oversee CTESOA operations and make recommendations to the Board of Directors. The Director will work with the Fire Chiefs to develop operational plans and assist in their implementation as needed. The Director will also interface with El Dorado County EMSA on operational and business matters with the County. This will include attending MAC meetings and other meetings required to perform the duties as the Executive Director. This position will be selected by the Board of Directors. The Executive Director may be elected by the Board of Directors to serve as Secretary and/or Treasurer.

WHEREAS, the Agreement contains a provision 5.6 which states each member as defined in Article II, Section 1 of these Bylaws shall have one (1) vote and shall not have the right to accumulate votes. A majority vote with a quorum in attendance shall be required to take action on a matter before the CTESOA Board.

WHEREAS, the Agreement contains a provision 6.4 which states Business meetings shall be conducted by Rosenberg's Rules of Order unless otherwise agreed to by the majority of the members present.

WHEREAS, the Agreement contains a provision 11.1 which states no part of the net earnings of the corporation shall inure to the benefit of, or be distributed to its members, trustees, officers, directors or other private persons, except to pay reasonable compensation for services rendered.

WHEREAS the Board of Directors of the EMS JPA held a regular scheduled Board meeting on April 10, 2017 wherein they reviewed and approved as amendment to the Cal Tahoe JPA bylaws; and

WHEREAS the Executive Director shall file a notice of amendment to the Agreement with the Office of Secretary of State and shall file a complete copy of the full text of the original Agreement and this Amendment with the State Controller within 30 days of the effective date of this Amendment

NOW THEREFORE, the Parties do hereby agree that the Agreement shall be amended to change provision 3.1 as follows:

The CTESOA Board of Directors shall consist of 2 elected representatives from each of its member agencies. The Board member positions shall be a non-compensated position from CTESOA

NOW THEREFORE, the Parties do hereby agree that the Agreement shall be amended to change provision 3.2 as follows:

An Executive Director or designee shall be selected by the Board and will be responsible to the Board of Directors and charged to oversee CTESOA operations and make recommendations to the Board of Directors. The Director will work with the Fire Chiefs to develop operational plans and assist in their implementation as needed. The Director will also interface with El Dorado County EMSA on operational and business matters with the County. This will include attending MAC meetings and other meetings required to perform the duties as the Executive Director. This position will be selected by the Board of Directors. The Executive Director may be elected by the Board of Directors to serve as Secretary and/or Treasurer.

NOW THEREFORE, the Parties do hereby agree that the Agreement shall be amended to change provision 5.6 as follows:

Voting. Each member as defined in Article II, Section 1 of these Bylaws shall have one (1) vote and shall not have the right to accumulate votes. A unanimous vote with a quorum in attendance shall be required to take action on a matter before the CTESOA Board.

NOW THEREFORE, the Parties do hereby agree that the Agreement shall be amended to change provision 6.4 as follows:

Business meetings shall be conducted by Robert's Rules of Order unless otherwise agreed to by the majority of the members present.

NOW THEREFORE, the Parties do hereby agree that the Agreement shall be amended to change provision 11.1 as follows:

No part of the net earnings of the CTESOA shall inure to the benefit of, or be distributed to its members, trustees, officers, directors or other private persons, except to pay reasonable compensation for services rendered.

Section 2. Unless amended or modified by this Amendment number two, all other terms and conditions of the Agreement shall remain unchanged and of full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment number two to the Agreement as of the date first above written, and the City Council and Governing Boards of Lake Valley have duly approved this Amendment number two by filing with the EMSJPA Governing Board an executed, certified copy of its duly adopted authorizing resolution.


CITY OF SOUTH LAKE TAHOE

Date: 7/13/17

By: 
Mrs. Brooke Laine, Councilmember

LAKE VALLEY FIRE PROTECTION DISTRICT

Date: 7/20/17

By: 
Mr. Bob Bettencourt, Chairman, Board of Directors

AMENDMENT NUMBER THREE TO THE AMENDED
JOINT POWERS AGREEMENT TO ESTABLISH, OPERATE,
AND MAINTAIN AN EMERGENCY MEDICAL SERVICES
AUTHORITY

THIS AMENDMENT, dated September 25, 2017, by and between the City of South Lake Tahoe ("City") and the Lake Valley Fire Protection District ("Lake Valley"), collectively referred to as ("Parties") is entered into pursuant to the provisions of Title 1, Chapter 5, Article 1, Sections 6500 et seq. of the California Government Code relating to joint exercise of powers.

RECITALS

WHEREAS, Lake Valley and City have previously entered into an Amended Joint Powers Agreement ("Agreement") to Establish, Operate, and Maintain an Emergency Medical Services Authority, dated January 1, 2007; and

WHEREAS the Agreement established the California Tahoe Emergency Services Operations Authority, ("EMS JPA"); and

WHEREAS, the Agreement contains a provision 3.1 which states the CTESOA Board of Directors shall consist of 2 elected representatives from each of its member agencies.

WHEREAS, the Agreement contains a provision 5.1 and 5.2 which state the City Council for South Lake Tahoe will elect 2 of its members to sit as board members on the CTESOA Board of Directors and the Lake Valley Fire Protection District will elect 2 members of its Board of Directors to sit as board members on the CTESOA Board of Directors.

WHEREAS, the Agreement contains a provision 5.6 which states a unanimous vote with a quorum in attendance shall be required to take action on a matter before the CTESOA Board.

NOW THEREFORE, the Parties do hereby agree that the Agreement shall be amended to change provision 3.1 as follows:

The CTESOA Board of Directors shall consist of two (2) elected representatives from the City of South Lake Tahoe Fire Department, two (2) elected representatives of the Lake Valley Fire Protection District, and one (1) elected representative of the Fallen Leaf Community Service District Fire Department.

NOW THEREFORE, the Parties do hereby agree that the Agreement shall be amended to add provision 5.3 as follows:

The Fallen Leaf Lake Community Service District Fire Department will elect 1 of its members to sit as a board member on the CTESOA Board of Directors.

NOW THEREFORE, the Parties do hereby agree that the Agreement shall be amended to change provision 5.6 as follows:

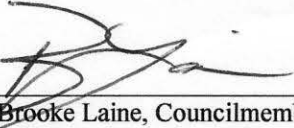
A majority vote with a quorum in attendance shall be required to take action on a matter before the CTESOA Board.

Section 2. Unless amended or modified by this Amendment number three, all other terms and conditions of the Agreement shall remain unchanged and of full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment number two to the Agreement as of the date first above written, and the City Council and Governing Boards of Lake Valley have duly approved this Amendment number two by filing with the EMSJPA Governing Board an executed, certified copy of its duly adopted authorizing resolution.

CITY OF SOUTH LAKE TAHOE

Date: 10-9-17

By: 
Mrs. Brooke Laine, Councilmember

LAKE VALLEY FIRE PROTECTION DISTRICT

Date: 10-12-17

By: 
Mr. Bob Bettencourt, Chairman, Board of Directors

**SECOND AMENDED JOINT POWERS AGREEMENT
TO ESTABLISH, OPERATE, AND MAINTAIN AN
EMERGENCY MEDICAL SERVICES AUTHORITY**

THIS AGREEMENT, dated June 19, 2018, by and between the City of South Lake Tahoe ("City"), the Lake Valley Fire Protection District ("Lake Valley"), the Fallen Leaf Lake Community Service District ("Fallen Leaf"), and the Barton Healthcare System ("Barton") (collectively the "Member Agencies") is entered into pursuant to the provisions of Title I, Division 7, Chapter 5, Article I, Sections 6500 et seq. of the California Government Code relating to joint exercise of powers. This Agreement supersedes the Joint Powers Agreement to Establish, Operate, and Maintain an Emergency Medical Services Authority dated November 1, 2000, the Amended Joint Powers Agreement to Establish, Operate, and Maintain and Emergency Medical Services Authority dated January 1, 2007, and the amendments thereto (dated January 11, 2016, April 10, 2017, and September 25, 2017) (collectively the "Prior Agreements"), and any and all amendments thereto.

RECITALS

WHEREAS, Lake Valley, Fallen Leaf, Barton, and City have each determined that there is a need to jointly provide coordinated prehospital emergency medical services within El Dorado County Service Area No. 3; and

WHEREAS, Sections 6502 et seq. of the Government Code permits two or more public agencies jointly to exercise any power common to the contracting parties; and

WHEREAS, Section 6523.10 of the Government Code permits a private, nonprofit hospital to enter into a joint powers agreement as defined in Section 6500 of the Government Code; and

WHEREAS, Barton is a private nonprofit hospital within the meaning of Section 6523.10 of the Government Code; and

WHEREAS, each of the contracting parties is empowered by law to provide ambulance and other emergency medical services; and

WHEREAS, it appears economically practical for the parties hereto to join together for the purpose of providing ambulance and other emergency medical services; and

WHEREAS, it is to the mutual benefit of and in the best public interest of the parties hereto to join together to establish this Joint Powers Agreement to accomplish the purposes hereinafter set forth; and

WHEREAS, the members of the EMS JPA (as hereinafter defined) have elected to amend and restate the Prior Agreements in order to refine and clarify membership and other matters; and

NOW, THEREFORE, for and in consideration of the mutual covenants herein and of the mutual benefits to be derived therefrom, each of the parties hereto agrees as follows:

AGREEMENT

1. Creation. This Agreement supersedes the Prior Agreements, which created a joint powers entity, pursuant to Section 6500 et seq. of the Government Code, to be known as "The California Tahoe Emergency Services Operations Authority" (hereinafter "EMS JPA"), separate and apart from the Member Agencies signatory hereto, which EMS JPA shall continue in operation as set forth herein. Except to the extent that its terms are incorporated herein, the Prior Agreements are extinguished by this Agreement. The debts, liabilities, and obligations of the EMS JPA shall not constitute debts, liabilities, or obligations of the parties.

2. Purpose. The purpose of the EMS JPA is to provide:

(a) Ambulance and other emergency medical services within the Tahoe Basin and other portions of the County of El Dorado, as specified by El Dorado County. The actual area of service shall be determined by the applicable service agreement with the County of El Dorado. It is anticipated that the primary service shall be provided within the boundaries of County Service Area No. 3. However, this JPA shall have the authority to provide service outside of this area upon approval by the Board of Directors of EMS JPA. The emergency services to be provided by the EMS JPA are more fully described as follows:

- 1) A well-defined delivery of ambulance and other emergency services regardless of jurisdictional boundaries.
- 2) Provide a single billing source.
- 3) Establish uniform County Service Area 3 rates in cooperation with the County of El Dorado.
- 4) Work in cooperation with the El Dorado County EMS Agency and the EMS Medical Director to assure compliance with state and local EMS standards as defined in Title 22, Division 9, Prehospital Emergency Medical Service.
- 5) Establish Service Area 3 ambulance deployment in cooperation with the County.
- 6) Provide Inter-facility transfers.

(b) A coordinated dispatch system or to contract for such a system.

(c) No additional services shall be provided by the EMS JPA unless this Agreement is amended pursuant to the procedures described in Section 17 of this Agreement and in compliance with applicable law.

3. Powers. The EMS JPA shall have and may exercise all rights and powers, expressed or implied, necessary to carry out the purposes and intent of this Agreement, including, but not limited to, the following powers:

(a) To acquire any property, including personal property, within the jurisdictional boundaries of the Member Agencies by any means, to hold, manage, occupy, dispose of, convey and encumber the property, and to create a leasehold interest in the property for the benefit of the EMS JPA.

(b) To appoint or employ necessary employees, to define their qualifications and duties, and to provide a pay schedule for performance of their duties.

(c) To employ counsel.

(d) To enter into and perform all necessary contracts pursuant to Article 53 (commencing with Section 20810) of Part 3 of Division 2 of the Public Contract Code, including contracts with the County of El Dorado, the City, Lake Valley, Fallen Leaf, or other entities or persons to provide the authorized services of the JPA, including mutual aid agreements.

(e) To adopt a seal and alter it at pleasure.

(f) To establish and enforce rules and regulations for the administration, operation and maintenance of emergency medical services and ambulance services pursuant to Division 2.5 of the Health and Safety Code (commencing with Section 1797), and to provide such services directly or by contract.

(g) To enter joint powers agreements pursuant to Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 of the Government Code.

(h) To provide insurance pursuant to Part 6 (commencing with Section 989 of Division 3.6 of Title 1 of the Government Code).

(i) To sue and be sued in its own name.

(j) To exercise any and all other powers as may be provided by law necessary to carry out and implement the purposes for which the EMS JPA is established.

4. Governing Board. The EMS JPA shall be administered by its Governing Board (hereinafter "Board"). The Board may do and perform all acts which are necessary to accomplish the purposes set forth above. The Board shall be initially composed of two elected representatives of the City, two elected representatives of Lake Valley, one representative of Fallen Leaf, and one representative of Barton. The Board, by a majority vote of the representatives then appointed, may increase or decrease the number of representatives from any Member Agency provided that no Member Agency shall have less than one representative. Each Member Agency shall appoint an alternate to serve in the absence of their appointed members. Each Member Agency shall notify the EMS JPA of this appointment in writing. Each alternate shall have the authority to attend the meetings of the Board, but shall not participate or vote unless an appointed representative is absent. Each representative or alternate shall serve at the

pleasure of the appointing body. Each representative, or in the representative's absence, his or her alternate, shall have one (1) vote. A majority vote shall be required for the adoption of a resolution or ordinance or for any other action, unless otherwise provided by Board bylaws or policies.

5. Meetings of the Board and Officers.

(a) The Board shall hold an organizational meeting as soon after the effective date hereof as is reasonable.

(b) The Board shall hold at least one regular meeting each year, and shall provide for additional regular, adjourned regular and special meetings, as necessary.

(c) All meetings of the Board, including regular, adjourned regular, and special meetings shall be called, noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950, et seq.).

(d) The Secretary of the EMS JPA shall cause minutes of all meetings of the Board to be kept and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each member of the Board and to the Member Agencies.

(e) The presence of a majority of the representatives then appointed to the Board shall constitute a quorum for the transaction of business, except that less than a quorum may adjourn from time to time. Approval of all motions presented to the Board for action shall require approval of the majority of the representatives, as then appointed, in accordance with the power as described in this document. Whenever a unanimous vote is required for action, it shall be unanimous by the representatives, as then appointed to the Board.

(f) The Board shall elect a Chairperson, a Vice Chairperson, and a Secretary/Treasurer at its first meeting, and thereafter in each succeeding calendar year. The Board shall elect or re-elect its Chairperson, Vice Chairperson, and Secretary/Treasurer for immediate assumption of office. In the event that the Chairperson or Vice Chairperson so elected ceases to be a representative to the Board, the resulting vacancy shall be filled at the next meeting of the Board held after such vacancy occurs. In the absence or inability of the Chairperson to act, the Vice Chairperson shall act as Chairperson.

(g) Each Board member shall file all required conflict of interest forms.

6. Auditing. Pursuant to Government Code Section 6505.5, there shall be a treasurer for the EMS JPA, which shall be the treasurer for the County, unless otherwise designated by the EMS JPA Board, and said treasurer shall perform the functions and duties set forth in Section 6505.5, including the preparation of quarterly reports and verification regarding the EMS JPA's funds as set forth in Section 6505.5(e). The treasurer shall be responsible for the strict accountability of all funds and report of all receipts and disbursements. There shall be an auditor or controller designated to serve the EMS JPA, which person shall be the same person that serves

as the County's controller or auditor, unless otherwise designated by the EMS JPA Board, and such person shall perform those responsibilities set forth in Government Code Sections 6505 and 6505.5.

All EMS JPA funds and transactions records shall be open to inspection at any time by the parties hereto, and to the public pursuant to the Public Records Act.

7. Public Officer Official Bond. The EMS JPA Executive Director, and such other persons as the EMS JPA Board may designate, are hereby designated as the person who shall have charge of all property of the EMS JPA. Pursuant to Government Code Section 6505.1, the EMS JPA shall secure and pay for a fidelity bond or bonds, in an amount or amounts and in form specified by the EMS JPA Board, covering all officers and staff of the EMS JPA who are authorized to hold or disburse funds of the EMS JPA and all officers and staff who are authorized to have charge of, handle, and have access to property of the EMS JPA.

8. Fiscal Year. The fiscal year for EMS JPA shall be July 1st through the next June 30th.

9. Budget. The Board shall adopt a budget for each fiscal year in accordance with the provisions set forth in Health and Safety Code Sections 13890 and following. It is the Member Agencies' intent that contributions from the Member Agencies not be necessary for the provision of the ambulance and other medical services to be provided by EMS JPA. However, to the extent the budget depends upon contributions from Member Agencies, the Board shall attempt to establish and consider such contributions prior to the beginning of the fiscal year so the Member Agencies may adequately plan for the contributions during the Member Agencies' budget adoption process.

10. Member Contributions. Ambulance and other emergency medical services will be funded through a contract with the County of El Dorado and any contributions approved by the Member Agencies.

11. Term. This Agreement shall become effective upon approval by the City, Lake Valley, Fallen Leaf, and Barton, and shall continue until terminated as hereinafter provided.

12. Termination of Powers. This Agreement shall continue until rescinded or terminated by agreement of the parties; provided, however, that this Agreement shall not be rescinded or terminated during the term of any agreement with El Dorado County under which the EMS JPA provides prehospital emergency/ambulance services. If the EMS JPA is not the provider of ambulance services in County Service Area 3 after the conclusion of any RFP process, the officers of the EMS JPA shall take all actions necessary for the prompt dissolution of the EMS JPA, at which time this Agreement shall terminate and the EMS JPA shall cease to exist.

13. Withdrawal. Provided that all of its financial obligations to the EMS JPA have been met, any Member Agency may withdraw as a party to this Agreement as follows:

(a) June 30, annually, shall be the only day and month on which a withdrawal shall take effect.

(b) Notice of such withdrawal shall be in writing and addressed to each Member Agency and to the EMS JPA Board.

(c) Notice shall be received by the EMS JPA no less than one hundred eighty (180) days prior to the effective date of such withdrawal.

(d) Unless otherwise agreed at the time the interest or asset is acquired, no withdrawing Agency shall be entitled to any payment for its interests, contributions, or assets upon withdrawal. Withdrawal of a Member Agency shall not cancel or forgive any debt or financial obligations of the Member Agency to the EMS JPA.

14. Dissolution. This Agreement may be terminated in its entirety upon the adoption of a resolution of dissolution by two of the Member Agencies. No assets may be divided or returned until all outstanding obligations have been resolved or a paid-up contract has been adopted which will remove further obligation from the EMS JPA. Such contract may be for the parties to accept responsibility for any outstanding claims. Disposition of the remaining property and money will then be distributed among the Member Agencies in proportion to the respective contributions made for the fiscal year of dissolution.

15. New Member Agencies. A non-member agency with like powers may join the EMS JPA upon the unanimous approval of the EMS JPA Board, and agreement to terms and conditions determined by the Board, which terms and conditions may vary from those set forth in the Agreement. The non-member agency shall file with the EMS JPA Board a resolution indicating acceptance of the terms of this Agreement and any other documents as may be required by the EMS JPA Board to demonstrate satisfaction of or agreement to satisfy any conditions imposed by the EMS JPA Board. The addition of the non-member agency shall be effective upon the unanimous determination of the EMS JPA Board, as then appointed, that the non-member agency has satisfied or will satisfy all necessary conditions and unanimous approval of the EMS JPA Board, as then appointed, of the addition of the non-member agency. Any agency which joins the EMS JPA pursuant to this section shall initially have one representative on the EMS JPA Board, provided that the agency's number of representatives may be modified pursuant to Section 4 of this Agreement. Any agency which joins the EMS JPA pursuant to this section shall be considered a "Member Agency" and a party to this Agreement. The EMS JPA Board may establish a fair share capitalization fee for new member agencies.

16. Indemnity. Each Member Agency shall indemnify and hold harmless the other Member Agencies for claims arising from such indemnifying party's performance of its obligations pursuant to the authority granted hereby.

17. Amendment. This Agreement may be amended by a majority vote of the EMS JPA Board, as then appointed, with the concurrence of all Member Agencies as further described below. The EMS JPA Board, shall approve any amendment to this Agreement by a majority vote and cause such amendment to be transmitted to each Member Agency for approval. Any

amendment to this Agreement shall become effective upon the filing of certified copies of all resolutions approving the amendment from the Member Agencies with the EMS JPA..

18. Original Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original Agreement.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be duly executed by their authorized officers as set forth herein below.

CITY OF SOUTH LAKE TAHOE

Date: 6/21/18

By: Wendy David
Wendy David, Mayor

LAKE VALLEY FIRE PROTECTION DISTRICT

Date: _____

By: Signed in Counterpart
President, Board of Directors

FALLEN LEAF COMMUNITY SERVICE DISTRICT

Date: _____

By: Signed in Counterpart
President, Board of Directors

BARTON HEALTHCARE SYSTEM

Date: _____

By: Signed in Counterpart
Chairman, Board of Directors

Legal/Agreemts/EMS-JPA

ATTEST:

Susan Alessi
Susan Alessi, City Clerk



amendment to this Agreement shall become effective upon the filing of certified copies of all resolutions approving the amendment from the Member Agencies with the EMS JPA..

18. Original Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original Agreement.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be duly executed by their authorized officers as set forth herein below.

CITY OF SOUTH LAKE TAHOE

Date: _____

By: _____
Wendy David, Mayor

LAKE VALLEY FIRE PROTECTION DISTRICT

Date: _____

By: 
President, Board of Directors

FALLEN LEAF COMMUNITY SERVICE DISTRICT

Date: _____

By: 
~~President, Board of Directors~~ JPA Rep

BARTON HEALTHCARE SYSTEM

Date: _____

By: 
Chairman, Board of Directors

Legal/Agreemts/EMS-JPA

California Tahoe Emergency Services Operations Authority Bylaws

Article 1: Name and Address

1.1 California Tahoe Emergency Services Operations Authority, aka CTESOA or Cal/Tahoe JPA.

1.2 PO Box 8917 South Lake Tahoe, CA 96158

Article 2: Organization/ Purpose

2.1 CTESOA was formed in 2001 as Joint Powers Authority for the purpose of providing ambulance services under contract with El Dorado County, CA for the CSA #3 region with the goal of providing high quality emergency medical care with dignity and compassion.

2.2 CTESOA is made up and supported by three member agencies: The City of South Lake Tahoe Fire Department, the Lake Valley Fire Protection District, and the Fallen Leaf Lake Community Service District Fire Department.

2.3 CTESOA provides emergency ambulance response for 911 calls within its service area and within neighboring agencies jurisdictions as part of a mutual aid program

2.4 CTESOA provides Inter-Facility transports of medical patients between medical facilities.

2.5 CTESOA provides these medical services under the direction of the El Dorado County EMSA's policies and procedure. CTESOA also works within defined California State Public Health and EMS laws.

Article 3: Organizational / Governing Structure

3.1 The CTESOA Board of Directors shall consist of 2 elected representatives from the City of South Lake Tahoe, 2 elected representatives from Lake Valley Fire Protection District, and 1 elected official from Fallen Leaf Lake Community Service District Fire Department. The Board member positions shall be a non-compensated position from CTESOA

3.2 An Executive Director or designee shall be selected by the Board and will be responsible to the Board of Directors and charged to oversee CTESOA operations and

make recommendations to the Board of Directors. The Director will work with the Fire Chiefs to develop operational plans and assist in their implementation as needed. The Director will also interface with El Dorado County EMSA on operational and business matters with the County. This will include attending MAC meetings and other meetings required to perform the duties as the Executive Director. This position will be selected by the Board of Directors. The Executive Director may be elected by the Board of Directors to serve as Secretary and/or Treasurer.

Article 4: Governing Documents

4.1 The Bylaws shall define the purpose of CTESOA and the structure for procedural and organization activity. There shall be a complete review of the by-laws every 3 three years by the Board.

4.2 CTESOA shall abide by its contract with El Dorado County for providing EMS operations within the CSA #3 service area. During the contract period either CTESOA or the County may propose amendments to the current contract pending acceptance by the other party.

4.3 Medical personnel operating as part of the CTESOA will be governed by El Dorado County and California State EMS medical policies.

4.4 Personnel of the member agencies will be governed by policies set forth by that agency. Disciplinary actions will only be conducted by the member agency or El Dorado County EMSA. Neither the CTESOA Board of Directors nor the Executive Director has any disciplinary authority of member agency personnel.

Article 5: Board of Directors

5.1 The City Council for South Lake Tahoe will elect 2 of its members to sit as board members on the CTESOA Board of Directors.

5.2 The Lake Valley Fire Protection District will elect 2 members of its Board of Directors to sit as board members on the CTESOA Board of Directors.

5.3 The Fallen Leaf Lake Community Service District Fire Department Board of Directors shall appoint an elected official to sit as a board member on the CTESOA Board of Directors.

5.4 Vacancies occurring on the CTESOA Board of Directors other than the expiration of a term may be filled at the discretion of the member agency.

5.5 Each year at its 1st calendar year meeting, the Board of Directors shall elect a Chairperson, Vice-Chairperson, Secretary and Treasurer for a term lasting until his or her successor shall be elected and shall assume the respective office.

5.6 Officers

- A. The Chairperson shall preside over all regular and special meetings of the Board. S/he shall conduct all meetings in accordance with the current edition of Robert's Rules of Order.
- B. The Vice-Chairperson shall perform the duties of the Chairperson in the latter's absence. In the event of a vacancy in the office of Chairperson, the Vice chairperson will become Chair and a new vice Chair will be elected upon one or more nominations presented by the Board of Directors
- C. The Secretary shall be responsible for overseeing the maintenance of records for the Board of Directors actions, including the taking of minutes at all Board of Directors meetings, sending out Board of Directors meeting announcements, distributing copies of minutes to each Director, and assuring that corporate records are maintained. The Executive Director may be appointed to fill this position by the Board of Directors
- D. The Treasurer shall maintain an accurate account of all receipts. Pay all bills in a timely manner. Provide a summary accounts to the members during business meetings. Submit financial records to the appropriate firms, agencies or others to comply with any legal, tax or reporting requirements. The Executive Director may be appointed to fill this position by the Board of Directors

5.7 Voting. Each member as defined in Article II, Section 1 of these Bylaws shall have one (1) vote and shall not have the right to accumulate votes. A unanimous vote with a quorum in attendance shall be required to take action on a matter before the CTESOA Board.

Article 6: Meetings

6.1 There shall be regularly scheduled business meetings attended by the membership. There shall be a minimum of one meeting per quarter. Emergency and special business meetings may be called at any time pursuant to the Brown Act.

6.2 All meetings of the Board shall be open to the public and notices of the meeting posted in a location fully accessible to the public seventy two (72) hours before the meeting pursuant to the Brown Act by the Executive Director and/or Secretary

6.3 Meeting agendas for all scheduled meetings shall be transmitted in advance in writing to all Board members and other interested persons who have submitted a request in writing. There shall be a notation on the agenda for public comments

6.4 Business meetings shall be conducted by Robert's Rules of Order unless otherwise agreed to by the majority of the members present.

6.5 The presence of a majority of the seated Board of Director shall constitute a quorum. A quorum shall consist of 3 Board of Directors members.

6.6 If there is no quorum at the designated time of the meeting, the meeting will not be conducted. A meeting may be held to discuss views, but no decisions can be made.

6.7 There shall be minutes completed by the Secretary for all Board meetings. Copies will be distributed to Board members prior to the next meeting for review

Article 7: Contracts

7.1 The Board of Directors may authorize any officer or officers, agent or agents of CTESOA, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the organization, and such authority may be general or may be confined to specific instances.

Article 8: Conflict of interest

8.1 The Board has the obligation to act for the public good in all actions and through the voting process. Such actions should be for the public good and not motivated for private gain. Potential conflicts of interest are to be declared prior to any action. Action on a matter, which may be or could be perceived to be motivated for private interests, shall constitute a conflict of interest.

8.2 Members shall not vote on any issue or question in which that member has direct personal or pecuniary interest. Where a member may have the slightest uncertainty as to whether a conflict of interest exists, full disclosure of the matter should be made to the Board of Directors and the Board will render a determination by affirmative vote.

8.3 At the beginning of each fiscal year or upon appointment of a new Board member they are to complete and submit a Letter of Conflict Disclosure to the Executive Director.

Article 9: Books and Records

9.1 CTESOA shall keep correct and complete books and records of account and shall keep minutes of the proceedings of its members and Board of Directors. Duplicates of all records will be kept by the accountant for CTESOA.

9.2 All books and records of CTESOA may be inspected by any member of the Board or public for any proper purpose at any reasonable time. Request for copies of records may be charged for printing and preparation cost.

Article 10: Fiscal Year

10.1 The CTESOA fiscal year runs from July 1st through June 30th of the next year. Preliminary budget will be presented to the Board on or before June 15th for review and adoption. A final budget will be presented to the Board on or before October 30th for review and adoption.

Article 11: Financials

11.1 No part of the net earnings of the CTESOA shall inure to the benefit of, or be distributed to its members, trustees, officers, directors or other private persons, except to pay reasonable compensation for services rendered.

11.2 All funds of CTESOA shall be deposited from time to time to the credit of the organization in such banks, trust companies, or other depositories as the Board of Directors may select based on recommendations by the CTESOA accountant and approved by the Board of Directors.

11.3 All checks for the payment of money, notes or other evidences of indebtedness issued in the name of CTESOA shall be signed by such officers of the organization as appointed by the Board, and in such manner, shall from time to time be determined by resolution of the Board of Directors, such instruments shall be signed by persons with banking signatory status to include fiscal accountability of capital assets.

Article 12: Amendments

12.1 These Bylaws may be amended when necessary by a quorum vote by the Board of Directors. Proposed amendments must be posted at least seven (7) days prior to a scheduled meeting of the Board of Directors. In the event of an emergency meeting amendments will be posted seventy two (72) hours prior to the meeting in accordance with the Brown Act.

Article 13: Liabilities

13.1 Nothing herein shall constitute members of the CTESOA Board of Directors as partners for any purpose. No member, officer, or agent shall be liable for the acts or failures of any other member, officer or agent of CTESOA.

In Witness Whereof, these parties hereto have executed these BYLAWS of the California Tahoe Emergency Services Operations Authority, aka CTESOA or Cal/Tahoe JPA On the day and year first written below



Robert Bettencourt, Chairperson
CTESOA Board of Directors

1/22/19

Date



Leona Allen, Director CTESOA

1/22/19

Date



Brooke Laine, Director CTESOA

1/22/19

Date

Tom Davis, Vice-Chairperson Director CTESOA

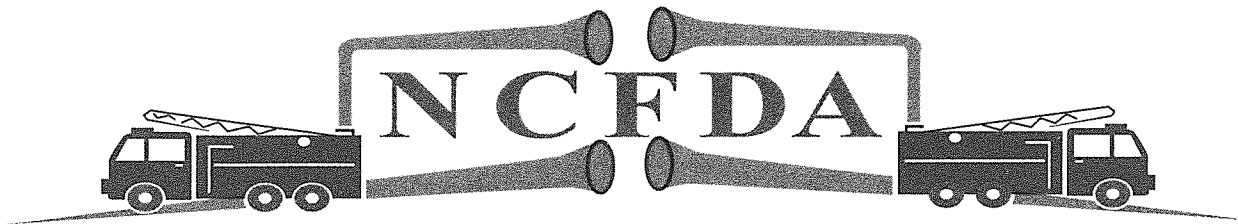
Date



Ryan Wagoner, Executive Director and
CTESOA Board Secretary

1/22/19

Date



NORTHERN CALIFORNIA FIRE DISTRICT ASSOCIATION®
ADMINISTERED BY: ISU Insurance Services – Atwood Agency

January 25, 2021

California Tahoe ESOA
PO Box 8917
South Lake Tahoe, CA 96158

RE: Insurance Coverages for: **California Tahoe ESOA**

1. Policy Number: 6300003004; 6400003004; 6500000204 and 916174419
2. Description of Coverage:
 - a. General Liability; Management Liability
 - b. Auto Liability & Physical Damage
 - c. Property
 - d. D & O
 - e. Professional Health Care Liability
 - f. Workers Compensation
3. Amount of Coverage's:
 - a. Occurrence: 1,000,000 Aggregate: 10,000,000 Excess: 4,000,000
 - b. Workers Comp Statutory Limits - Employers Liability Limits 1,000,000/
1,000,000/ 1,000,000
4. Premium: \$15,852 for a – e + \$46,725 for f. - workers comp
5. Period Covered: 11/1/19 – 11/1/20 2. a –e & 7/1/19 – 7/1/20 2. f. workers comp
6. Unpaid premium or advanced premium: NONE
7. Claims: 2 work comp
8. Open Claims: 0
9. Parties of Interest: none

Sincerely,

Hillary Erickson
NCFDA Administrator

SUMMARY OF INSURANCE

Named Insured: FIRE AGENCIES INSURANCE RISK AUTHORITY (FAIRA)
and all entities listed on the Schedule of Named Insureds

Member District: Lake Valley FPD
2211 Keetak Street
South Lake Tahoe, CA 96150

Coverage Term: July 1, 2020 through July 1, 2021

Carriers: Allied World Assurance Company *Package & Business Auto*
Argonaut Insurance Company *Excess Liability - \$5M xs \$1M*
Allied World Insurance Company *Excess Liability - \$5M xs \$6M*

Policy Numbers: JPAPKG0023700F-02 *Package*
JPAAUT0023700F-02 *Business Auto*
4627336-08 *Excess Liability - \$5M xs \$1M*
5111-0234-00 *Excess Liability - \$5M xs \$6M*

Notable Exposure Data:

Total Insurable Values:	\$6,279,281
Total Reported Fleet Values:	\$2,719,687
Number of Firefighters:	26
Number of Directors:	5
Number of Volunteers:	0
Number of EMT-P:	20
Number of Medical Aid Calls:	797
Number of Fire/Rescue Calls:	378

LIABILITY Limits:

\$1,000,000	General Liability, incl. Med. Mal., Each Occ. or Wrongful Act
\$1,000,000	Personal and Advertising Injury
\$1,000,000	Fire Damage Legal Liability
\$10,000	Medical Expense (each accident)
\$10,000,000	General Aggregate
\$10,000,000	Products/Completed Operations Annual Aggregate
\$1,000,000	Management Liability (Employment Practices, D&O)
\$1,000,000	Cyber Liability – Claims-Made
\$1,000,000	Auto Liability – Combined Single Limit
\$500,000	Garagekeepers Legal Liability
\$10,000,000	Excess Liability

PROPERTY Limits:

Buildings:	Not to exceed Scheduled Value on file.
Contents:	Not to exceed Scheduled Value on file.
Crime:	\$2,000,000

Deductibles:

\$0	GL, Auto & Garage Liability
\$7,500	Management Liability
\$5,000	Auto Physical Damage: Emergency Vehicles <i>Comp & Collision</i>
\$1,000	Auto Physical Damage: Private Passenger <i>Comp & Collision</i>
\$250 / \$500	Garage Keepers <i>Comprehensive / Collision</i>
\$5,000	Property
\$1,000	Crime

2020-2021 FAIRA Premium: \$26,362



While we believe the Summary of Insurance and the Coverage Outline fairly represents the terms, conditions and exclusions found in the master insurance policy, in the event any difference between the policy and the Summary of Insurance including the Coverage Outline occur, the policy provisions will direct resolution.

LIABILITY MEMORANDUM OF COVERAGE

FOR

PARSAC

Public Agency Risk Sharing
Authority of California

Adopted May 31, 2018

Effective Until Revised

PARSAC MLP REV. 11/19/93
PARSAC MLP REV. 05/31/96
PARSAC MLP REV. 05/29/98
PARSAC MLP REV. 05/28/99
PARSAC MLP REV. 05/19/00
PARSAC MLP REV. 05/18/01
PARSAC MLP REV. 05/10/02
PARSAC MLP REV. 05/29/03
PARSAC MLP REV. 05/20/05
PARSAC MOC REV. 12/01/05
PARSAC MOC REV. 05/29/08
PARSAC MOC REV. 05/27/10
PARSAC MOC REV. 04/14/11
PARSAC MOC REV. 05/29/14
PARSAC MOC REV. 12/04/14
PARSAC MOC REV. 12/03/15
PARSAC MOC REV. 11/30/17
PARSAC MOC REV. 5/31/18

**MEMORANDUM OF COVERAGE
FOR THE
PUBLIC AGENCY RISK SHARING AUTHORITY OF CALIFORNIA
(PARSAC)**

In consideration of the payment of the deposit premium, the **Authority** agrees with the **Member Entities** as follows:

SECTION I – COVERAGE

Subject to all provisions of this **Memorandum**, the **Authority** will cause the **Program** to pay on behalf of the **Covered Party** the **Ultimate Net Loss** that the **Covered Party** shall become legally obligated to pay as **Damages** by reason of **Tort Liability** imposed by law, or the **Tort Liability** of others assumed in a **Covered Contract**, because of:

1. **Bodily Injury** or **Property Damage**,
2. **Personal Injury**, or
3. **Public Officials Errors and Omissions**
caused by an **Occurrence** to which this **Memorandum** applies.

This Memorandum of Coverage does not provide insurance, but instead provides for pooled risk sharing. This **Memorandum** is a negotiated agreement amongst the **Member Entities** of the **Authority** and none of the parties to the **Memorandum** is entitled to rely on any contract interpretation principles which require interpretation of ambiguous language against the drafter of such **Memorandum**. This **Memorandum** shall be applied according to the principles of contract law, giving full effect to the intent of the **Member Entities** of the **Authority**, acting through the Board of Directors in adopting this Memorandum of Coverage.

SECTION II—DEFINITIONS

Additional Covered Party means any person, organization or entity that is specifically named by the **Authority** in a written attachment to this **Memorandum**. An **Additional Covered Party** is not covered for claims arising from the **Additional Covered Party's** sole negligence or for claims by another **Covered Party**.

Aircraft means any vehicle controlled directly by a person from within or on the vehicle, designed to transport people or property through the air.

Airport means any locality either on land or water which is adopted for the landing and taking off of **Aircraft**, including all land, water, buildings, structures, equipment or other improvements necessary or convenient in the establishment and operation of an **Airport**.

Authority means the Public Agency Risk Sharing Authority of California (PARSAC).

Automobile means a land motor vehicle, trailer or semi-trailer.

Bodily Injury means bodily injury, sickness or disease sustained by any person, including death resulting from any of these at any time.

Claim means a notice, demand or **Suit** against a **Covered Party** to recover **Damages**.

Code Enforcement means enforcement of zoning laws, regulations and ordinances; land use laws, regulations and ordinances; and nuisance, abatement, dumping or similar municipal ordinances.

Covered Contract means that part of any written agreement or contract pertaining to the **Member Entity's** operations or business under which the **Member Entity** assumes the **Tort Liability** of another party to pay for **Bodily Injury or Property Damage** to a third person or organization. A **Covered Contract** does not include any part of any contract or agreement:

1. That indemnifies any person or organization for **Bodily Injury or Property Damage** caused by the sole negligence of such person or organization.
2. That indemnifies any person or organization for **Bodily Injury or Property Damage** arising out of the ownership, operation, maintenance or use of any **Aircraft, Unmanned Aerial Vehicle, Airport or Watercraft**.
3. That indemnifies an architect, engineer or surveyor for **Bodily Injury or Property Damage** arising out of:
 - a. Preparing, approving or failing to prepare or approve maps, drawings, opinions, reports, surveys, change orders, designs or specifications
 - b. Giving directions or instructions, or failing to give directions or instructions, if that is the primary cause of the **Bodily Injury or Property Damage**.
4. Under which the **Covered Party**, if an architect, engineer or surveyor, assumes liability for **Bodily Injury or Property Damage** arising out of the **Covered Party's** rendering or failing to render professional services, including those listed in 3. above, and supervisory, inspection or engineering services.
5. That has not been approved by the **Authority** at least 14 days in advance of its execution by the Member or its effective date, whichever is earlier.

Covered Individuals means persons who are, or were, elected or appointed officials, employees or volunteers of the **Member Entity**, whether or not compensated, while acting for or on behalf of the **Member Entity**. However, no coverage or defense will be provided to a volunteer while using his or her personal **Automobile**, unless such use is for the business of the **Member Entity** and at the express direction of the **Member Entity**, nor to any person who is an independent contractor and not an employee of the **Member Entity**, but who either provides services to or acts as an official of the **Member Entity** in exchange for compensation pursuant to an oral or written contract with the **Member Entity**. **Covered Individual** shall not include any person, whether or not compensated, who is not acting in the course and scope of his or her employment or whose conduct, as a matter of law, is not

within the course and scope of his or her employment by the **Member Entity** at the time of the act or acts alleged in a **Claim**.

Covered Party means:

1. The **Member Entity**;
2. **Covered Individuals**;
3. Any **Additional Covered Party**;
4. With respect to any **Automobile** owned or leased by the **Member Entity**, or loaned to or hired for use by or on behalf of the **Member Entity**, any person while using such **Automobile** and any person or organization legally responsible for the use thereof, provided the actual use is with the express permission of the **Member Entity**, but this coverage does not apply to:
 - a. any person or organization, or any agent or employee thereof, operating an **Automobile** sales agency, repair shop, service station, storage garage or public parking place, with respect to an **Occurrence** arising out of the operation thereof; or
 - b. the owner or any lessee, other than the **Member Entity**, of any **Automobile** hired by or loaned to the **Member Entity** or to any agent or employee of such owner or lessee.

Cover Page means the cover page, which is part of this **Memorandum**, identifying the **Member Entity**, the **Coverage Period**, the **Limit of Coverage** and the **Retained Limit**.

Coverage Limit means the limit of coverage shown in item C of the Cover Page as more fully defined under Section IV of this **Memorandum**.

Coverage Period means the time period shown on the Cover Page of this **Memorandum**.

Dam means any artificial barrier, together with appurtenant works, which does or may impound or divert water, and which either (a) is 25 feet or more in height from the natural bed of the stream or watercourse at the downstream toe of the barrier, or from the lowest elevation of the outside limit of the barrier, if it is not across a stream channel or watercourse, to the maximum possible water storage elevation; or (b) has an impounding capacity of 50 acre-feet or more.

Any such barrier which is not in excess of six (6) feet in height, regardless of storage capacity, or which has a storage capacity not in excess of 15 acre-feet, regardless of height, shall not be considered a **Dam**.

No obstruction in a canal used to raise or lower water therein or divert water therefrom, no levee, including but not limited to a levee on the bed of a natural lake the primary purpose of which levee is to control flood-waters, no railroad fill or structure, tank constructed of steel or concrete or of a combination thereof, no tank elevated above the ground, and no barrier which is not across a stream channel, watercourse, or natural drainage area and

which has the principal purpose of impounding water for agricultural use shall be considered a **Dam**. In addition, no obstruction in the channel of a stream or watercourse which is 15 feet or less in height from the lowest elevation of the obstruction and which has the single purpose of spreading water within the bed of the stream or watercourse upstream from the construction for percolation underground shall be considered a **Dam**. Nor shall any impoundment constructed and utilized to hold treated water from a sewage treatment plant be considered a **Dam**. Nor shall any waste water treatment or storage pond exempted from State regulations and supervision by Water Code Section 6025.5 be considered a **Dam**.

Regardless of the language of the above definition, however, no structure specifically exempted from jurisdiction by the State of California Department of Water Resources, Division of Safety of Dams shall be considered a **Dam**, unless such structure is under the jurisdiction of any agency of the Federal government.

Damages means compensatory monetary damages including claimant/plaintiff attorney's fees not otherwise excluded under the **Memorandum**, interest on judgments and costs. **Damages** does not include non-monetary relief or redress or injunctive relief.

Defense Costs means all fees and expenses incurred in connection with the adjustment, investigation, defense and appeal of a **Claim** covered hereunder, including attorney fees, court costs, premiums for appeal bonds, and interest on judgments accruing after the entry of judgment, and also shall include the costs of any claims administrator or defense counsel specifically assigned by PARSAC to respond to any **Claim** on behalf of PARSAC. **Defense Costs** shall not include attorneys' fees or costs arising in connection with **Claims** that are not covered by this Memorandum. **Defense Costs** shall not include the office expenses of the **Authority** or the **Covered Party**, nor the salaries of employees or officials of the **Authority** or the **Covered Party**, nor expenses of any claims administrator engaged by the **Covered Party**. **Defense Costs** shall not include any fee or expense relating to coverage issues or disputes between the **Authority** and any **Covered Party**. **Defense Costs** does not include attorneys' fees awarded to the prevailing plaintiff.

Hostile Fire means a fire that becomes uncontrollable and breaks out from where it is intended to be.

Limit of Coverage means the amount of coverage shown in the Cover Page, or sublimits as started therein, for each **Covered Party** per **Occurrence** subject to any lower sublimit stated in this **Memorandum**. For each **Occurrence**, there shall be only one **Limit of Coverage** regardless of the number of claimants or **Covered Parties** against whom a claim is made. In the event of a structured settlement, whether purchased from or through a third-party, or paid directly by the **Covered Party** in installments, as utilized in the resolution of a claim or suit, the **Authority** will pay only up to the amount stated in the cover page in present value of the claim, as determined on the date of settlement, regardless of whether the full value of the settlement exceeds the amount stated in the Cover Page.

Member Entity means the entity, which is a signatory to the Joint Powers Agreement creating PARSAC, as they may be amended from time to time, whose name appears on the Cover Page. **Member Entity** includes any other agency, commission, district or board

coming under the **Member Entity's** direction or control or for which the **Member Entity's** board members act as the governing board.

Memorandum means the PARSAC Memorandum of Coverage, including the Cover Page and all attachments and endorsements forming a part thereof.

Nuclear Material means source material, special nuclear material, or by-product material. "Source Material", "Special Nuclear Material", and "By-Product Material" have the meanings given them in the Atomic Energy Act of 1954 or any law amendatory thereof.

Occurrence means:

1. With respect to **Bodily Injury** or **Property Damage**, an accident or event or series of related accidents or events, including continuous or repeated exposure to substantially the same generally harmful conditions, which results during the **Coverage Period** stated in the Cover Page, in **Bodily Injury** or **Property Damage** neither expected nor intended from the standpoint of the **Covered Party**, except that assault and battery committed by, at the direction of or with the consent of the **Covered Party** for the purpose of protecting persons or property from injury or death, shall be considered an **Occurrence**;
2. With respect to **Personal Injury**, the commission of an offense described in the definition of **Personal Injury** during the **Coverage Period**;
3. With respect to **Public Officials Errors and Omissions**, actual or alleged conduct described in the definition of **Public Officials Errors and Omissions** during the **Coverage Period**.

Peace Officer means a person designated under Penal Code Sections 830 to 832.6 as a peace officer, or a public officer authorized under Penal Code Sections 830 to 832.6 to carry a firearm, and who is authorized by the **Member Entity** to carry a firearm in the course and scope of employment.

Personal Injury means injury, other than **Bodily Injury**, **Property Damage** or **Public Officials Errors and Omissions**, as a result of one or more of the following offenses:

1. False arrest, detention, or imprisonment
2. Malicious prosecution or abuse of process
3. Wrongful entry by any employee of a **Member Entity** into a room, dwelling or other similar premises that a person occupies
4. Wrongful eviction by any employee of a **Member Entity** of a person from a room, dwelling or other similar premises that such person occupies
5. The publication or utterance of a libel or slander, including disparaging statements concerning the condition, value, quality or use of real or personal property, or a publication or utterance in violation of rights of privacy

6. Discrimination or violation of civil rights
7. Infliction of emotional distress

Pollutants means any solid, liquid, gaseous or thermal irritant or contaminant, including but not limited to acids, alkalis, asbestos, chemicals, fumes, hazardous waste, polychlorinated biphenyls, radioactive material, smoke, soot, toxic substances, vapor, mold, fungal pathogens, electromagnetic fluids and airborne particles or fibers, waste and any related material. Waste includes material to be recycled, reconditioned or reclaimed. The term **Pollutants** as used herein shall not include potable water or agricultural water or water furnished to commercial users or water used for fire suppression.

Program means the PARSAC Liability Coverage Program described by the Participation Agreement for the Liability Program and the PARSAC Joint Powers Agreement.

Property Damage means:

1. Physical injury to or destruction of tangible property which occurs during the **Coverage Period**, including the loss of use thereof at any time resulting therefrom; or
2. Loss of use of tangible property which has not been physically injured or destroyed provided such loss of use is caused by an **Occurrence** during the **Coverage Period**;

Public Officials Errors and Omissions means any act, error, omission, misstatement, misleading statement, neglect or breach of duty by any **Covered Individual** in the discharge of that individual's duties for the **Member Entity**; or any matter claimed against any **Covered Individual** solely by reason of the individual being or having been a public official of the **Member Entity**. **Public Officials Errors and Omissions** does not include **Bodily Injury**, **Property Damage** or **Personal Injury**.

Retained Limit means the amount of **Ultimate Net Loss**, identified in item D of the Coverage Page, which the **Covered Party** becomes liable to pay before the **Authority** is obligated to make payment. For each **Occurrence**, there shall be only one **Retained Limit** regardless of the number of claimants or **Covered Parties** against whom a **Claim** is made.

Suit means a civil proceeding in which a **Covered Party** is named as a party defendant or cross defendant or an arbitration proceeding or alternative-dispute resolution proceeding to which a **Covered Party** submits with the **Authority's** written consent.

Tort Liability means civil liability imposed by law in the absence of any agreement or contract.

Unmanned Aerial Vehicle (UAV) or drone means an aircraft (with its aerial system or control device) that is not controlled directly by a person from within or on the aircraft, and which is piloted or operated in conformance with 14 C.F.R. 107 et seq. Any pilot or operator must have a remote pilot certificate issued in compliance with Subpart C of

Section 107 or possess a valid Certificate of Waiver or Authorization issued by the FAA, and satisfy the requirements of Section 107.65.

Ultimate Net Loss means the **Defense Costs** and amount that the **Covered Party** is legally obligated to pay as **Damages** by reason of a settlement made with the written consent of the claimant(s), the **Covered Party** and the **Authority** or a judgment.

Watercraft means a vessel more than 26 feet in length designed to transport persons or property in, on or through water.

SECTION III—DEFENSE AND SETTLEMENT

A. *Duty to Defend.* The **Authority** shall have the right and duty to participate in the defense of any **Claim** or **Suit** against a **Covered Party** if the final judgment or settlement is likely to result in an **Ultimate Net Loss** within the **Coverage Limit** as those terms are defined in the **Memorandum**. The **Authority** is not bound by any “duty to defend” principle which is or may be applicable to insurance carriers; the **Authority’s** obligation to provide a defense to a **Covered Party** is solely and exclusively as provided in this **Memorandum**. The **Authority** shall have no obligation to defend or contribute to the defense of uncovered **Claims**, including uncovered **Claims** contained in a suit that contains covered **Claims**. Where a **suit** contains covered and uncovered **Claims** the **Authority** shall make a determination as to its participation in the defense as follows: 100%, 75%, 50% or 25%. The percentage of participation shall be determined by the **Authority** in its sole discretion. As the **Authority** is not an insurer, it has no obligation to provide “Cumis” counsel as provided by Civil Code Section 2860. The defense and indemnity coverage afforded by this **Memorandum** to a past or present official, employee or volunteer of a **Member Entity** is not broader than the **Member Entity’s** duty to defend and indemnify its official, employee or volunteer, pursuant to California Government Code Section 815, 815.3, 825 to 825.6, 995 to 996.6, inclusive, and any amendments thereof. If the **Member Entity** which employs the official, employee or volunteer is not obligated under the California Government Code to provide a defense or to provide indemnity for a **Claim**, or if said **Member Entity** refuses to provide such defense and/or indemnity to said official, employee or volunteer, then this **Memorandum** shall not provide any such defense or indemnity coverage to said official, employee or volunteer. All immunities, defenses, rights, and privileges afforded to a **Member Entity** under California Government Code Section 815, 815.3, 825 to 825.6, 995 to 996.6, inclusive, and any amendments thereof, shall be afforded to the **Authority** to bar any defense or indemnity coverage under this Memorandum to that **Member Entity’s** official, employee or volunteer.

B. *Selection and Assignment of Defense Counsel.*

1. With respect to any covered Claim or Suit against the Member Entity, where the applicable **Retained Limit** is under \$250,000, the **Authority** shall select and assign counsel to defend the **Covered Party(s)** against the **Claim** or **Suit**. The **Authority** shall select counsel from a list of Panel Counsel established by the **Authority**. The **Authority** will consider the wishes of a **Covered Party** with respect to the assignment of counsel, however the **Authority** retains the sole right to make the assignment of counsel. In the event of a *disagreement regarding*

the assignment of counsel, the Covered Party retains the right to appeal to the Board of Directors, whose decision shall be final. If the **Covered Party** refuses to be defended by the counsel assigned by the **Authority**, then this **Memorandum** shall not provide any defense or indemnity to such **Covered Party** for such **Claim** or **Suit**, and the **Authority** shall not be required to contribute to any **Defense Costs**, settlement or judgment arising from such **Claim** or **Suit**.

2. With respect to any covered **Claim** or **Suit** against the **Covered Party** where the applicable **Retained Limit** is \$250,000 or higher, the **Covered Party** may select and retain counsel from the list of Panel Counsel, except for any **Claim** involving in any manner law enforcement policies, operations, conduct or personnel. In the event a **Covered Party** retains counsel who is not on the list of panel counsel, this **Memorandum** shall not provide any defense or indemnity to the **Covered Party**, and the **Authority** shall not be required to contribute to any **Defense Costs**, settlement or judgment arising from such **Claim** or **Suit**.
3. With respect to any covered **Claim** or **Suit**, a **Covered Party** may select as its defense counsel the in-house City or Town Attorney directly employed as such by the **Member Entity**. For purposes of this provision, in-house City or Town Attorney shall not include any outside counsel contracted to act as a City or Town Attorney by the **Member Entity** or any outside counsel contracted by the **Covered Party** to act as counsel for any **Claim**. In the event that a **Covered Party** selects the in-house City or Town Attorney to defend any **Claim**, the **Authority** shall not be required to contribute to any **Defense Costs** arising from such **Claim** or **Suit**, and any **Defense Costs** arising from such **Claim** or **Suit** or sums incurred by the **Member Entity** for salaries, fees, benefits or costs of any nature of the in-house counsel shall not apply toward satisfaction of the **Retained Limit**. Notwithstanding the foregoing, and subject to the **Authority's** review and approval, with respect to any covered **Claim** or **Suit** where the **Retained Limit** is \$350,000 or higher, the **Covered Party** may select as its defense counsel outside counsel contracted by the **Member Entity** to act as the City or Town Attorney. If as the result of the **Authority's** review of the defense counsel's performance on the **Claim** or **Suit**, the **Authority** withdraws its approval of such counsel, then counsel shall be determined and assigned as provided in Section III.B, paragraph 1, regardless of the **Member Entity's Retained Limit**.
4. With respect to the defense of any covered **Claim** or **Suit** against a **Member Entity** for **Tort Liability** assumed in a **Covered Contract**, the **Authority** shall select and assign counsel to defend such parties identified in the **Covered Contract**. The **Authority** shall select counsel from a list of Panel Counsel established by the **Authority**. The **Authority** will consider the wishes of a **Covered Party** with respect to the assignment of counsel, however the **Authority** retains the sole right to make the assignment of counsel. In the event of a *disagreement regarding the assignment of counsel*, the **Covered Party** retains the right to appeal to the Board of Directors, whose decision shall be final. If either the **Covered Party** or the party identified in the **Covered Contract** refuses to have such party(s) be defended by the counsel assigned by the **Authority**, then the obligation of the **Authority** to contribute to **Defense Costs** arising from such **Claim** or **Suit** shall be limited to such amounts as would be incurred if counsel selected from the Panel Counsel list were assigned the defense of such **Claim** or **Suit**.

- C. *Defense and/or Coverage Determination.* When a **Claim** is submitted to the **Authority**, the **Authority** will determine whether it has any defense and/or coverage obligation for the **Claim**. Upon the express written request of a **Member Entity**, the **Authority** will provide a written explanation of its defense and/or coverage determination, including the **Authority's** defense and coverage analysis. The **Authority** may also of its own accord, but without any obligation to do so, provide the **Member Entity** with such an explanation.
- D. *Termination of Authority's Obligation.* The **Authority's** obligation to defend and/or cover any **Claim** shall cease after the **Coverage Limit** stated in Section V has been exhausted by payment of settlement(s), judgment(s) and/or **Defense Costs**.
- E. *Settlement.* No **Claim** shall be settled for an amount in excess of the **Retained Limit** without the prior written consent of the **Authority** and the **Authority** shall not be required to contribute to any settlement to which it has not consented.

If the **Member Entity's Retained Limit** has already been expended the **Authority** shall have the sole discretion to control, including settlement, the **Claim**. Any such decision to settle shall be final.

If the **Member Entity's Retained Limit** has not been expended (i.e., the **Member Entity** will have to contribute funds to effectuate the settlement), then the consent of the **Member Entity** to any settlement shall be required. If however, the **Member Entity** refuses to consent to any settlement or compromise recommended by the Authority or its Claim Administrator and elects instead to continue to contest the **Claim**, then the **Authority's** liability shall not exceed the amount for which the **Authority** would have been able to settle the **Claim** plus **Defense Costs** at the time the **Claim** could have been settled or compromised.

SECTION IV—COVERAGE LIMIT

A. The Limit of Coverage shown in item C of the **Cover Page** and the rules below determine the most the **Program** will pay, inclusive of **Defense Costs**, regardless of the number of:

1. **Covered Parties;**
2. **Occurrences;**
3. **Claims** made or **Suits** brought; or
4. Persons or organizations that sustain injuries or **Damages**.

B. The **Program** shall pay only for **Ultimate Net Loss** in excess of the **Retained Limit** as stated in item D of the **Cover Page**.

C. The Limit of Coverage stated in item C of the **Cover Page** is the most the **Program** will pay for **Ultimate Net Loss** as respects the sum of **Damages** and **Defense Costs** arising out of any one **Occurrence**. The sublimit of coverage for **Claims** for physical damage to tangible property stated in item C of the **Cover Page** is the most the **Program** will pay for **Ultimate Net Loss** as the result of any one **Occurrence**.

D. For the purpose of determining the Limit of Coverage all **Bodily Injury, Property Damage, Personal Injury or Public Officials Errors and Omissions** arising out of exposure to substantially the same general condition(s) shall be considered as arising out of one **Occurrence**.

E. Any actual or alleged loss of use of tangible property not physically injured or destroyed shall be deemed to occur at the time of the **Occurrence** that caused such loss of use. Any other injury or damage occurring or alleged to have occurred over more than one **Covered Period** shall be deemed to have occurred either during the **Covered Period** when the **Occurrence** begins, or during such **Covered Period** as determined by the Board of Directors in its sole discretion, and only the **Limit of Coverage** for that **Covered Period** shall apply.

SECTION V—COVERAGE PERIOD AND TERRITORY

This **Memorandum** applies to **Bodily Injury, Property Damage, Personal Injury or Public Officials Errors or Omissions** that occurs anywhere in the world during the **Coverage Period** stated in the **Cover Page**.

SECTION VI—EXCLUSIONS

This **Memorandum**, including any obligation to defend or to pay **Defense Costs**, does not apply to:

A. *Additional Covered Party's Sole Negligence.* **Claims** arising out of the sole negligence of an **Additional Covered Party**.

B. *Aircraft or Airport Operations and Watercraft.* **Claims** arising out of the ownership, operation, use or maintenance of any **Aircraft** or **Airport** or any **Watercraft** owned by a **Covered Party**. However, this exclusion does not apply to claims arising out of the ownership, operation, use or maintenance of any **Unmanned Aerial Vehicle (UAV)** that is owned or operated by or on behalf of any **Member Entity**.

C. *Antitrust or Restraint of Trade.* **Claims** arising out of violation of state or federal antitrust or restraint-of-trade laws.

D. *Breach of Contract.* **Claims** arising out of failure to perform, or breach of, a contractual obligation.

E. *Contractual Liability.* **Claims** arising out of the **Covered Party's** assumption of **Tort Liability** in a written agreement or contract. This limitation does not apply to liability assumed in a **Covered Contract** provided that the **Damages** occur subsequent to the execution of the **Covered Contract**.

F. *Dam Failure.* **Claims** arising out of the partial or complete structural failure of any **Dam**.

G. *Impairment or Loss of Property.* **Public Officials Errors and Omissions** arising out of or resulting in injury or damage to, destruction of, disappearance of, loss of, loss of use of, or diminution of value of any tangible property, money or securities; or failure to pay debt obligations.

H. *Employee Benefits Plans.* **Claims** arising out of any act or omission regarding benefits payable under any employee benefits plan established by the **Covered Party**.

I. *Employee Injury.* **Bodily Injury or Personal Injury** to:

1. any past or current employee of the **Covered Party** arising out of and in the course of employment by the **Covered Party**; or
2. The spouse, child, parent, brother, sister, or other relative of such employee as a consequence of 1. above.

J. *Employment Practices Liability.* **Claims** arising out of or in any manner related to:

1. failure or refusal to hire any job applicant
2. failure or refusal to assign new duties to or to promote any employee
3. discipline of any employee
4. demotion, reassignment or termination of employment of any employee
5. discrimination against or violation of the civil rights of any employee or official in violation of the federal or state constitutions, any federal, state or local laws, any amendments to such laws or any regulations issued under such laws.
6. coercion, defamation, evaluation, humiliation, infliction of emotional distress, invasion of privacy, sexual or other harassment, investigation or any other acts, errors, omissions, practices, procedures or policies in any way connected with any past, present or future employment relationship.

K. *Estimates, Plans and Contract Awards.* **Public Officials Errors and Omissions** arising out of:

1. estimates of probable costs or cost estimates being exceeded
2. faulty preparation of bid specifications, or architectural or engineering drawings, plans or specifications
3. failure to award contracts in accordance with ordinances, regulations or statutes governing such contracts that must be submitted for bids

L. *False Statements.* **Personal Injury** arising out of a publication or utterance concerning any organization or business enterprise, or its products or services, made by or at the direction of any **Covered Party** with knowledge of the falsity thereof.

M. *Failure to Supply Utilities.* Any **Claim** arising out of the failure to supply or provide an adequate supply of gas, water, sewage capacity or electricity. However, this exclusion does not apply if the failure to supply results from direct and immediate accidental injury to tangible property owned or used by a **Covered Party** to procure, produce, process or transmit gas, water, sewage capacity or electricity.

N. *Fiduciary Liability*. **Claims** arising out of any breach of responsibility, obligation or duty imposed upon or imputed to a **Covered Party**:

1. under the Employee Retirement Income Security Act of 1974 and any law amendatory thereof
2. under Article XVI, Section 17 of the California Constitution and any law amendatory thereto
3. under any other law imposing or imputing fiduciary responsibilities, obligations or duties upon a **Covered Party**.

O. *Fines, Penalties and Punitive Damages*. **Claims** for fines, penalties, restitution, disgorgement, punitive damages or exemplary damages.

P. *Condemnation and Land-Use Regulation*. Any **claim** arising out of or in connection with land-use regulation, land-use planning, the principles of eminent domain or inverse condemnation, by whatever name called, or condemnation proceedings, regardless of whether such claims are made directly against the **Covered Party** or by virtue of any agreement entered into by or on behalf of the **Covered Party**. However, this exclusion shall not apply to claims arising from physical damage to tangible property. With respect to any coverage granted by this provision that is not otherwise provided by the **Memorandum**, the **Coverage Limit** is \$700,000 **Ultimate Net Loss** as the result of any one **Occurrence**.

Q. *Medical Malpractice*. **Claims** arising out of ownership, use, operation or maintenance of any hospital, health care or medical clinic facility, and any professional medical services performed by or on behalf of the **Covered Party**, including, but not limited to, dental, veterinary and chiropractic, but this limitation does not apply to such services performed by emergency medical technicians or paramedics functioning under the direction and control of the **Covered Individuals**.

R. *Nuclear*. **Bodily Injury or Property Damage** arising out of the hazardous properties of **Nuclear Material**.

S. *Pollution*. **Claims** arising out of the actual, alleged or threatened discharge, dispersal, escape, migration, release, or seepage of **Pollutants**. However, this limitation does not apply to **Bodily Injury or Property Damage** arising out of or caused by any actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of **Pollutants** if:

1. It was directly caused by **Hostile Fire**, explosion, lightning, windstorm, vandalism, malicious mischief, or by the collision, overturning or upset of a motor vehicle; or
2. It was accidental and neither expected nor intended by the **Covered Party**; and
3. It was instantaneous and was demonstrable as having commenced at a specific time and date during the **Covered Period**; and
4. Its commencement became known to the **Covered Party** within seven days; and

5. Its commencement was reported in writing to the Authority within twenty days of becoming known to the **Covered Party**; and
6. The **Covered Party** takes reasonable steps to correct or terminate the discharge, dispersal, seepage, migration, release or escape of **Pollutants**.

Nothing contained in this Limitation S shall operate to provide any coverage or any obligation to defend or pay **Defense Costs** with respect to:

1. Any site or location used by others on the **Covered Party's** behalf for the handling, storage, disposal, dumping, processing or treatment of waste material. This limitation applies whether or not the action by others was known to the **Covered Party**;
2. Any clean-up costs mandated by the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) and any similar laws or statutes;
3. Clean up, removal, containment, treatment, detoxification or neutralization of **Pollutants** situated on the premises the **Covered Party** currently owns, rents or occupies.
4. Any **Claim**, liability, loss, cost or expense based upon or arising out of **Personal Injury** or **Public Officials Errors and Omissions**.

T. *Property in the Covered Party's Control.* **Property Damage** to:

1. property owned by the **Covered Party**;
2. property rented to, leased to the **Covered Party** where the **Covered Party** has assumed liability for damage to or destruction of such property, unless the **Covered Party** would have been liable in the absence of such assumption of liability; or
3. **Aircraft** or **Watercraft** in the **Covered Party's** care, custody or control.

U. *Refunds.* **Claims** arising out of the refund of taxes, fees or assessments.

V. *Transit Operations.* **Bodily Injury or Property Damage** arising out of any transit authority, transit system or public transportation system owned or operated by the **Covered Party**, but this limitation does not apply to any transit system operating over non-fixed routes, including dial-a-ride, senior citizen transportation, or handicapped transportation.

W. *Unlawful Financial Gain.* **Claims** arising in whole or in part out of any **Covered Individual's** obtaining remuneration or financial gain to which the **Covered Individual** was not legally entitled.

X. *Willful Violation of Any Law.* **Personal Injury** arising out of the willful violation of any law committed by or with the knowledge or consent of the **Covered Party**. **Public Officials Errors and Omissions** arising out of the willful violation of any law.

Y. *Workers' Compensation.* **Claims** for which the **Member Entity** or its insurance company may be held liable under any workers' compensation, unemployment compensation or disability benefits law, or under any similar law.

Z. *Non-monetary Relief.* **Claims** alleging, based upon or arising out of claims, demands or actions seeking relief or redress in any form other than money damages, or for claimant/plaintiff attorney fees, costs or expenses relating to claims, demands or actions seeking relief or redress in any form other than money damages.

AA. *Non-Certified Skateboard Parks.* Any **Claim** arising out of the ownership, operation, design, use or maintenance of a skateboard park the design for which an engineer or an architect has not certified.

BB. *Earthquake.* **Damages** caused directly or indirectly by an earthquake.

CC. *Compliance with ADA Requirements.* **Claims** alleging, based upon or arising out of the violation of the Americans with Disabilities Act of 1990, any similar Federal, State or local law, any amendment to such laws, or any regulations promulgated under any such laws Notwithstanding the foregoing, and subject to the **Coverage Limit**, the **Memorandum** shall provide coverage for **Defense Costs** and **Damages** to the claimant(s), including claimant(s)/plaintiff(s) attorneys' fees and costs as the result of the alleged ADA violation.

DD. *Medicare Compliance.* **Claims** arising from or relating to any sums sought by Medicare with respect to a **Claim** or **Suit** settled by a **Member Entity** within its **Retained Limit**.

EE. *Use of a Firearm.* Claims arising from the use of a firearm in connection with **Code Enforcement** by non-**Peace Officers** in connection with the enforcement of the criminal laws of the State of California by non-**Peace Officers**.

SECTION VII—CONDITIONS

A. *Amendment or Cancellation.* This **Memorandum** may be amended or cancelled at any time in accordance with the provisions of the Joint Powers Agreement creating PARSAC and its Bylaws. The terms of this **Memorandum** may not be changed except by written amendment issued by the **Authority** to form a part of this **Memorandum**.

B. *Appeal of Disputes with Authority.* Any disputes concerning coverage or procedures of the **Program** may be appealed only to the **Authority's** Board of Directors in the manner and form that it may from time to time determine. Decisions by the **Authority** to assume control of the negotiation, appeal, or settlement of a **Claim**, or whether or not coverage exists for a particular **Claim** or part of a **Claim** or any other dispute that arises under and in connection with the Memorandum shall be made by the Board of Directors of the **Authority** or the Executive Committee as set forth herein. An appeal of a coverage determination of the General Manager or Coverage Counsel of the **Authority** or of any other dispute that arises under and in connection with the Memorandum shall be made in writing to the **Authority** within 60 days of the decision or dispute and shall be heard and determined by the Board at the next regularly scheduled meeting of the Board. If at the request of the **Covered Party**, or in the event that in the judgment of the **Authority** that exceptional circumstances warrant, an appeal of a coverage determination or any other dispute that arises under and in connection with the Memorandum shall be heard by the Executive Committee within 21 days of receipt of the appeal. Any determination by the Executive Committee may be appealed by the **Covered Party** and shall be determined at the next regularly scheduled meeting of the Board.

C. *Appeal of Judgments.* In the event the **Covered Party** elects not to appeal a judgment, the **Authority** may elect to do so at its own expense, but in no event shall the **Program's** liability for **Ultimate Net Loss** plus all **Defense Costs** necessary and incident to such appeal exceed the limit of coverage stated in Section V.

D. *Bankruptcy.* Bankruptcy or insolvency of the **Covered Party** shall not relieve the **Authority** of any of its obligations under this **Memorandum**.

E. *Duties in the Event of an Occurrence or Claim.*

1. The **Covered Party** shall cooperate with the **Authority** and upon the **Authority's** request assist in making settlements, in the conduct of suits and in enforcing any right of contribution or indemnity against any person or organization who may be liable to the **Covered Party** because of **Bodily Injury, Property Damage, Personal Injury or Public Officials Errors and Omissions** with respect to which coverage is afforded under this **Memorandum**; and the **Covered Party** shall attend hearings and trials and assist in securing and giving evidence and obtaining the attendance of witnesses.
2. The **Covered Party** shall provide a copy to the **Authority** within 15 calendar days of all Government Code Section 910 claims likely to exceed 50% of the **Member Entity's Retained Limit** and within 7 calendar days of all suits covered by this **Memorandum**, except property damage claims under five thousand dollars (\$5,000.00).
3. The **Covered Party** shall notify the **Authority** not later than 7 calendar days of any **Occurrence** reasonably considered a serious incident that is likely to be covered by this **Memorandum**, including but not limited to:
 - (i) One or more fatalities;
 - (ii) Loss of a limb;
 - (iii) Loss of use of any sensory organ;
 - (iv) Paralysis, Quadriplegia or paraplegia;
 - (v) Third degree burns involving more than ten percent of the body;
 - (vi) Serious facial disfigurement;
 - (vii) Long term hospitalization;
 - (viii) Closed head injury; or
 - (ix) Serious loss of use of any bodily function.
4. The **Covered Party** shall forward to the **Authority** every demand, notice summons or other process received.
5. The **Covered Party** shall not, except at its own cost and expense, voluntarily make any payment, assume any obligation or incur any expense without the written consent of the **Authority**.

F. *Duties with Respect to **Covered Contracts**.*

1. With respect to any contract for which a **Covered Party** seeks coverage as a **Covered Contract**, the **Covered Party** shall submit the proposed contract to the **Authority** for its review and approval, at least 14 days prior to the date of execution of the contract, or its effective date, whichever is earlier.

2. The factors that shall be considered by the **Authority** in determining approval of a contract shall include:

a. the party contracting with the **Covered Party** has requested indemnification for services the contracting party is providing to the **Covered Party**;

b. the subject matter of the proposed contract does not pertain to an essential service of the **Covered Party** and there are available options to contract with other providers;

c. whether all efforts to negotiate terms acceptable to the **Authority** have been exhausted;

d. whether there is alternative coverage through the commercial market for the proposed subject matter of the contract, for example, special events coverage; and,

e. whether the **Member** executes the contract against the **Authority's** recommendation.

G. *Other Coverage or Insurance.* If collectible insurance with any insurer, coverage with any other joint powers authority or other self-funding mechanism is available to the **Covered Party** covering a loss to which this **Memorandum** applies (whether on a primary, excess or contingent basis), the coverage of this **Memorandum** shall be in excess of, and shall not contribute with, such other insurance or coverage; provided that this clause does not apply with respect to excess insurance or coverage purchased specifically to be in excess of this **Memorandum**. The bankruptcy of, insolvency of, or placement into rehabilitation or receivership by any regulatory agency of any joint powers authority or insurance company providing joint powers authority coverage or insurance coverage to the **Covered Party** shall not amend the application of this condition.

H. *Satisfaction of Retained Limit.* In order for defense or indemnity to be available hereunder, the **Covered Party** must first pay the full amount of its **Retained Limit**. Payment of the **Retained Limit** by the **Covered Party** is required in addition to, and regardless of, any payment from any other source for or on behalf of the **Covered Party**, such as, for example, insurance procured by a third party pursuant to which the **Covered Party** is an additional named insured or otherwise covered. The foregoing does not apply to any insurance purchased by the **Member Entity** or any **Covered Party** to cover all or any part of the **Retained Limit**.

I. *Relationship to Joint Powers Agreement.* The provisions of this **Memorandum** are subject to and subordinate to the terms and provisions of the Joint Powers Agreement creating PARSAC, and in the event of any conflict between the terms and provisions of said Agreement and this **Memorandum**, the terms and provisions of the Agreement shall control.

J. *Severability of Interests.* The coverage applies separately to each **Covered Party** against whom **Claim** is made, as if a separate **Memorandum** were issued to it, except with respect to the **Authority's** Limit of Coverage.

K. *Subrogation.* To the extent of any payment under this **Memorandum**, the **Authority** shall be subrogated to all the **Covered Party's** rights of recovery thereof. The **Covered Party** shall do everything necessary to secure such rights and shall do nothing after the **Occurrence** to prejudice such rights. Any amount so recovered shall be apportioned as follows:

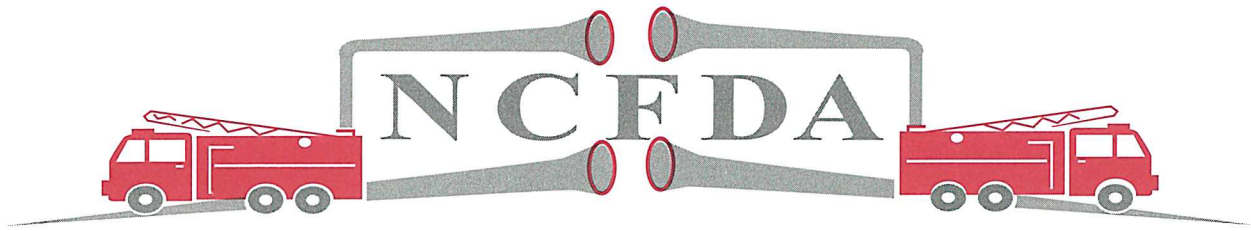
1. The **Authority** shall be reimbursed to the extent of all payment under this **Memorandum**. Any remaining balance shall be applied to reimburse the **Covered Party**.
2. The expenses of such recovery proceedings shall be apportioned in the ratio of respective recoveries. If there is no recovery in proceedings conducted solely by the **Authority**, the **Authority** shall bear the expenses thereof.

L. *Actions.* No action shall lie against the **Authority** with respect to the coverages and related provisions defined in the **Memorandum** unless, as a condition precedent thereto, there shall have been full compliance with all of the terms of this **Memorandum**, nor until the amount of the **Covered Party's** obligations to pay shall have been finally determined either by judgment against the **Covered Party** after actual trial or by written agreement of the **Covered Party**, the claimant and the **Authority**. Any person or organization or the representative thereof who has secured such judgment or written agreement shall thereafter be entitled to recovery under this **Memorandum** to the extent of the coverage afforded by this **Memorandum**. No person or entity shall have the right under this **Memorandum** to join the **Authority** as a party to any action against the **Covered Party** to determine the **Authority's** liability, nor shall the **Authority** be impleaded by the **Covered Party** or its legal representative.

M. *Venue.* In the event of any dispute between a **Member Entity** and the **Authority** concerning the coverage provided by the **Memorandum**, the place of venue for any **Suit** concerning such coverage dispute shall be the County of Sacramento, and any action concerning such dispute shall be filed in the Superior Court for the County of Sacramento, California.

N. *Medicare Compliance.* Where a **Member Entity** settles a claim within its **Retained Limit**, in which a claimant is either presently Medicare eligible or will be Medicare eligible within 30 months of the settlement, the **Member Entity** shall comply with all pertinent laws and regulations applicable to the settlement, and shall ensure that Medicare's interests are fully addressed, protected and documented in the settlement.

The failure by a **Member Entity** to comply with all pertinent laws and regulations applicable to the settlement or to properly protect and document Medicare's interests in the settlement, shall preclude coverage under the **Memorandum** for **Claims** arising from or relating to any sums sought by Medicare with respect to a **Claim** or **Suit** settled by a **Member Entity** within its **Retained Limit**.



NORTHERN CALIFORNIA FIRE DISTRICT ASSOCIATION®
ADMINISTERED BY: ISU Insurance Services – Atwood Agency

May 5, 2021

Fallen Leaf Lake CSD
PO Box 9415
South Lake Tahoe, CA 95158

RE: Insurance Coverage's for: **Fallen Leaf Lake CSD**

1. Policy Number: 6300000605 & 6400000605 & 6500000205 & 5105167904 & STP409462
2. Description of Coverage:
 - a. General Liability; Management Liability
 - b. Auto Liability & Physical Damage
 - c. Property
 - d. D & O
 - e. Professional Healthcare Liability
 - f. Excess Liability
 - g. Pollution Liability (above ground storage tank)
3. Amount of Coverage's:
 - a. Occurrence: \$1,000,000 Aggregate: \$10,000,000 Umbrella: \$10,000,000
4. Premium: \$28,095.00 Period Covered: 11/1/20-11/1/21 & 8/1/20-8/1/22
5. Unpaid premium or advanced premium: None
6. Claims: 0
7. Open Claims: 0
8. Parties of Interest: Kansas State Bank of Manhattan & Leasing 2 Inc.

Sincerely,

Hillary Erickson
NCFDA Administrator

**CALIFORNIA TAHOE EMERGENCY SERVICES
OPERATIONS AUTHORITY
EMPLOYEE HANDBOOK
2018**

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This employee handbook contains the employment policies and practices of the California Tahoe Emergency Services Operations Authority (“CTESOA”) in effect at the time of publication. All previously issued handbooks and any inconsistent policy statements are superseded.

CTESOA reserves the right to revise, modify, delete, or add to any and all policies, procedures, work rules, or benefits stated in this handbook or in any other documents. However, any such changes must be in writing and must be approved by the Governing Board of Trustees of CTESOA.

Any written changes to this handbook will be distributed to all employees so that employees will be aware of the new policies or procedures. No oral statements or representations can in any way alter the provisions of this handbook.

I. Equal Employment Opportunity

CTESOA complies with applicable state and local laws governing nondiscrimination in employment.

This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfers, leave of absence, compensation, and training.

A. Diversity Plan

As the means to achieve the goal of equal employment opportunity and to ensure that current practices do not have an undesired discriminatory effect, CTESOA will take steps to:

- Ensure equal employment opportunity to all persons regardless of race, color, religion, ancestry, sex, genetic information, pregnancy, marital status, creed, national guard or reserve unit obligations, gender identity/expression, age, national origin, and disabilities, including but not limited to employee selection, promotion, training and development, compensation, termination, and disciplinary action.
- Ensure that all pre-employment inquiries and qualifying factors do not disproportionately screen members of one sex and that applicants will be judged fairly on their ability to perform the job.
- Ensure that promotion decisions are in accordance with principles of equal employment opportunity by imposing only valid requirements for promotional opportunities.
- Ensure that no such individual be denied participation in, benefits of or be subject to discrimination under any program or activity authorized by CTESOA.

II. Medical Examination

As part of CTESOA's employment procedures, an applicant is required to undergo a post-offer, pre-employment medical examination, physical test, and alcohol and drug screening. Any offer of employment from CTESOA is contingent upon, among other things, an applicant's satisfactory completion of this examination and screening and a determination by CTESOA and its examining physician that the applicant is capable of performing the essential functions of the position that has been offered, with or without a reasonable accommodation.

As a condition of continued employment, employees are also required to undergo periodic medical examinations, physical tests, and alcohol and drug screening at times specified by CTESOA.

Further, it should be understood that CTESOA receives a full medical report from its examining physicians regarding the applicant's or employee's state of health.

CTESOA pays for all company required medical examinations in full. Questions about medical examinations should be directed to the Executive Director.

Hours of Work, Overtime, and Scheduling

A. Work Hours and Overtime

As an ambulance service, CTESOA's work hours could be any time 24 hours per day, seven (7) days per week.

The minimum regular work week for all full-time employees is forty (40) hours. Often, full time employees are regularly scheduled for more than forty (40) hours per week. Hours actually worked in excess of 40 hours in a week is considered overtime. Earned time off ("ETO") taken shall not be computed as work performed for the purposes of determining overtime. Employees will be compensated for overtime only if such overtime was authorized by the Executive Director/Executive Director's designee and actually worked by the employee. CTESOA's work week begins at 12:01 a.m. on Saturday morning and ends at 12:00 midnight on Friday night each week, unless otherwise determined by the Executive Director.

The supervisory staff will arrange your working hours and schedule. CTESOA will attempt to provide you with reasonable notice when the need for overtime work arises. Please remember, however, that advance notice may not always be possible.

If you are a part-time/per diem employee, the supervisory staff will arrange your working hours and schedule.

Leaving a shift when not authorized or refusing a call may result in termination.

Daily and weekly work schedules may be changed from time to time at the discretion of CTESOA to meet the varying conditions of the company. This includes, but is not limited to, reporting for work early or being required to stay later than the end of your scheduled shift.

Crews coming off shift must not leave unless there is adequate coverage available in the service area.

As an ambulance service, CTESOA must maintain adequate staffing levels. Changes in work schedules will sometimes be necessary but they will be announced as far in advance as practicable. CTESOA will always strive to provide flexible scheduling to all employees within the requirements of staffing parameters.

B. Per Diem Employment

The expected standards to maintain a Per Diem status are as follows:

1. All employees will stay current with El Dorado County requirements and policies.
2. All employees must be available to work a minimum of one shift per month. This does not guarantee you will be needed or contacted to work.

3. All employees will notify management of their availability by the first of each month.
4. All employees will attend employee meetings or notify management if unavailable.
5. A per diem employee must give two weeks' notice if there is a change in their availability.
6. If employee is offered a shift that they stated they were available for and they deny it, that will count as a missed shift. If this occurs three times the employee's status will be reviewed for termination.

No Per Diem employees will be allowed to work more than 40 hours in a week unless approved by Ryan. We will notify you if there is shift availability or before you are assigned to a shift for which you previously stated availability.

As a reminder, the CTESOA is an "At-Will" employer. Your Per-Diem status may end at any time based on the needs of the department or failure to meet the above requirements.

C. Breaks

Breaks should be taken at times when in quarters and calls permit.

D. Force Hire Procedure

CTESOA must always maintain particular staffing levels at given times. Open shifts and sickouts can occasionally result in personnel being required to stay for one (1) additional shift (up to 24 hours) to maintain adequate staffing.

All personnel should be willing to work together and make accommodations whenever possible to make a difficult situation as easy as possible. Everyone must understand that an EMS agency must always have adequate staff coverage. In an attempt to deal with these scenarios in as fair and equitable way as possible, this policy will be used as a guide to assign personnel to fill these shifts.

The "force hire" lists will be maintained based on number of overtime hours voluntarily worked in the previous pay period. If an appropriate member other than the employee at the top of the "force list" is willing to serve as the designated member voluntarily, it is always appreciated. If there is a question as to the "force lists" and one must be assigned, it will be determined by a supervisor.

Appropriate is defined as the member who meets the following criteria whenever possible in the following order of consideration (Again, someone that is not within the following criteria can volunteer):

The shifts will be assigned within the respective EMT or Paramedic roles.

- Not currently on a 24 hour shift.

- Will not interfere with staffing levels for the next two shifts – ex. staying overnight when assigned to day shift next day.

Emergency Overtime is defined as being paid at one and a half times (1.5) regular hourly rate.

The Operations Manager will follow the following steps in filling an open shift.

- Page/call all appropriate part time members.
- If no response, offer open shift to all appropriate members currently on-duty.
- If no response, page/call any and all appropriate members.
- If no response, contact supervisor for approval of force hire list.
- Offer shift to “force hire list”.
- If refused, offer shift to member agencies at their fully burdened rates.

E. Trades and Coverage

CTESOA strives to maintain flexibility in allowing personnel to swap shifts and obtain coverage for their own shifts with the following stipulations:

- Trades and coverage must be completed with another staff member who is qualified to fill the shift(s) (i.e. – EMT, and EMT-P).
- Trades and coverage of straight time for overtime are not permitted.
- Management must be notified and approve of all swaps or schedule changes. Request and approval must be in writing. Request must be submitted two weeks prior to the date requested. Management reserves the right to void any trade based on scheduling and staffing issues.
- Trades must be documented and signed on the Trade form.

F. Recording Work Hours

It is the policy of CTESOA to comply with applicable laws that require records to be maintained of the hours worked by our employees. To ensure that accurate records are kept of the hours you actually work (including overtime hours where applicable) and of the accrued leave time you have taken, and to ensure that you are paid in a timely manner, you will be required to record your time worked and any paid time off that you request.

Please ensure that your actual hours worked, overtime, and paid time off are recorded accurately. If there is a problem or if you neglect to record your work at any point you must immediately email the Executive Director/Executive Director's designee with any changes to your timesheet.

Falsifying a time record or completing time records for another employee is a breach of company policy and is grounds for disciplinary action, up to and including discharge.

I. Policy

CTESOA establishes the time and duration of working hours as required by workload and workflow, CTESOA needs, the efficient management of employees, and any applicable law or bargaining agreement. As an ambulance service, CTESOA's employee work hours may be any time twenty-four (24) hours per day, seven (7) days per week.

II. PURPOSE

CTESOA is committed to observing all of its obligations under the Fair Standards Act ("FLSA") and other applicable law. These Policies, as well as all applicable provisions in MOUs and all the CTESOA pay practices, shall comport with FLSA, and shall be interpreted to ensure that the FLSA's minimum requirements are met.

III. PROCEDURE

C. Recording Work Hours

4. In the event that a mistake to the employee's timecard is made as a result of CTESOA designated personnel, the mistake shall be fixed immediately upon notification. However, in the event that the employee makes a mistake, the mistake shall be mended on the next scheduled pay period as laid out in California Labor Code 204, shown below.

LABOR CODE – LAB DIVISION 2. EMPLOYMENT REGULATION AND SUPERVISION [200 - 2699.5]

(Division 2 enacted by Stats. 1937, Ch. 90.)

PART 1. COMPENSATION [200 - 452] (Part 1 enacted by Stats. 1937, Ch. 90.)

CHAPTER 1. Payment of Wages [200 - 273] (Chapter 1 enacted by Stats. 1937, Ch. 90.)

ARTICLE 1. General Occupations [200 - 244] (Article 1 enacted by Stats. 1937, Ch. 90.)

204.

(a) All wages, other than those mentioned in Section 201, 201.3, 202, 204.1, or 204.2, earned by any person in any employment are due and payable twice during each calendar month, on days designated in advance by the employer as the regular paydays. Labor performed between the 1st and 15th days, inclusive, of any calendar month shall be paid for between the 16th and the 26th day of the month during which the labor was performed, and labor performed between the 16th and the last day, inclusive, of any calendar month, shall be paid for between the 1st and 10th day of the following month. However, salaries of executive, administrative, and professional employees of employers covered by the Fair Labor Standards Act, as set forth pursuant to Section 13(a)(1) of the Fair Labor Standards Act, as amended through March 1, 1969, in Part 541 of Title 29 of the Code of Federal Regulations, as that part

now reads or may be amended to read at any time hereafter, may be paid once a month on or before the 26th day of the month during which the labor was performed if the entire month's salaries, including the unearned portion between the date of payment and the last day of the month, are paid at that time.

(b) (1) Notwithstanding any other provision of this section, all wages earned for labor in excess of the normal work period shall be paid no later than the payday for the next regular payroll period.

(2) An employer is in compliance with the requirements of subdivision (a) of Section 226 relating to total hours worked by the employee, if hours worked in excess of the normal work period during the current pay period are itemized as corrections on the paystub for the next regular pay period. Any corrections set out in a subsequently issued paystub shall state the inclusive dates of the pay period for which the employer is correcting its initial report of hours worked.

(c) However, when employees are covered by a collective bargaining agreement that provides different pay arrangements, those arrangements shall apply to the covered employees.

(d) The requirements of this section shall be deemed satisfied by the payment of wages for weekly, biweekly, or semimonthly payroll if the wages are paid not more than seven calendar days following the close of the payroll period.

III. Sexual Harassment/ Harassment Policy

CTESOA prohibits harassment of one employee by another employee, supervisor or third party for any reason based upon an individual's race; color; religion; genetic information; national origin; sex (including same sex); pregnancy, childbirth, or related medical conditions; age; disability; or any other category protected under federal, state, or local law ("protected class").

In California, the following also are a protected class: race; religious creed; color; national origin; ancestry; physical disability; mental disability; medical condition, including genetic characteristics; genetic information; marital status; sex; pregnancy, childbirth or related medical conditions; perceived pregnancy; actual or perceived gender; gender identity or expression; sexual orientation; service in the military forces of the State of California or of the United States; military and veteran status; lawful conduct occurring during nonworking hours away from organization premises; and age [40 or over]. Included in the definition of each protected category is the perception of membership in a protected category and an individual's association with an actual or perceived member of a protected category.

Violation of this policy will result in disciplinary action, up to and including immediate discharge.

If you have any questions about what constitutes harassing behavior or what conduct is prohibited by this policy, please discuss the questions with a member of management or one of the contacts listed in this policy. At a minimum, the term "harassment" as used in this policy includes any of the following activities pertaining to an individual's protected class:

- Offensive remarks, comments, jokes, slurs, threats, or verbal conduct.
- Offensive pictures, drawings, photographs, figurines, writings, or other graphic images, conduct, or communications, including text messages, instant messages, websites, voicemails, social media postings, e-mails, faxes, and copies.
- Offensive sexual remarks, sexual advances, or requests for sexual favors regardless of the gender of the individuals involved; and
- Offensive physical conduct, including touching and gestures, regardless of the gender of the individuals involved.

CTESOA also absolutely prohibits retaliation, which includes: threatening an individual or taking any adverse action against an individual for (1) reporting a possible violation of this policy, or (2) participating in an investigation conducted under this policy.

All members of management are covered by this policy and are prohibited from engaging in any form of harassing, discriminatory, or retaliatory conduct. No member of management has the authority to suggest to any applicant or employee that employment or advancement will be affected by the individual entering into (or refusing to enter into) a personal relationship with any member of management, or for tolerating (or refusing to tolerate) conduct or communication that might violate this policy. Such conduct is a direct violation of this policy.

Even non-employees are covered by this policy. CTESOA prohibits harassment, discrimination, or retaliation of its employees in connection with their work by non-employees. Immediately report any harassing or discriminating behavior by non-employees, including vendors, clients, and employees of contractors or subcontractors. Any employee who experiences or observes harassment, discrimination, or retaliation should report it using the steps listed below.

If you have any concern that CTESOA's No Harassment policy may have been violated by anyone, you must immediately report the matter. Due to the very serious nature of harassment, discrimination and retaliation, you must report your concerns to:

1. Ryan Wagoner, Executive Director at (530) 559-1183 or 2211 Keetak St., South Lake Tahoe, CA 96150.

You should report any actions that you believe may violate our policy no matter how slight the actions may seem.

CTESOA will investigate the report and then take prompt, appropriate remedial action. CTESOA will protect the confidentiality of employees reporting suspected violations to the extent possible consistent with its investigation.

You will not be penalized or retaliated against for reporting improper conduct, harassment, discrimination, retaliation, or other actions that you believe may violate this policy.

CTESOA is serious about enforcing its policy against harassment. Persons who violate this or any other organization policy are subject to discipline, up to and including discharge. CTESOA cannot resolve a potential policy violation unless CTESOA knows about it. You are responsible for reporting possible policy violations to CTESOA so that CTESOA can take appropriate actions to address your concerns.

IV. Earned Time Off/Leaves

A. Earned Time Off

Earned Time Off (“ETO”) is a benefit provided to designated employees to assist them in obtaining a full paycheck when they are off from scheduled work. Earned time off is provided to allow eligible employees to earn a full paycheck while off of work for a variety of reasons including, but not limited to, the following: vacation; personal business; recognized work holidays; personal rest and relaxation; flexed hours; recuperation from illness or injury; bereavement; and jury duty.

When employees are off work, ETO will be used to cover all time off. Employees are expected to manage their ETO benefit to allow for a balance to be available for planned and unplanned time off. Unless the requested leave is otherwise authorized by state or federal law, approving and permitting time off without compensation is not practiced at CTESOA. Employees are expected to have a balance of ETO available for the period of time off taken. Approved time off is subject to revocation if, at the time, an employee does not have a sufficient balance to cover the period of time off.

Use of ETO must be approved in advance by the employee’s supervisor, except in the case of unexpected illness or emergency. Supervisors may deny or cancel an employee's request for non-emergency days off if, in the supervisor's judgment, the day off would result in inadequate staffing.

Generally, absences of one day in length require a minimum notice of 24 hours for advance approval consideration. An absence of two or more consecutive days in length requires a minimum notice of two weeks for advanced approval consideration. Requests for scheduled absences are subject to the Executive Director/Executive Director’s designee’s approval.

Unless otherwise prohibited by law, ETO must be used in all circumstances if the employee is off work, regardless of the reason. ETO will automatically be added to the employees’ worked hours each pay period.

Approval of all ETO requests is subject to Executive Director/Executive Director’s designee considering CTESOA staffing needs and work volume.

ETO will be credited to employees each pay period as follows:

Length of Service	Accrual Rate	Yearly Maximum Accrual	Maximum Accrual**
0-3 years	3.46 hours per pay period	90	135 hours

** No ETO hours will accrue beyond the maximum accruals listed in this section.

An employee will be paid upon resignation, separation or retirement for all ETO hours accumulated but not used.

B. Unauthorized Voluntary Absence

Voluntary absence from work without authorization for five (5) consecutive working days shall be considered an automatic resignation.

The Executive Director/Executive Director's designee may reinstate the regular employee who has been voluntarily absent without leave for five (5) consecutive days if the employee provides satisfactory explanation thereof. If the employee is reinstated after providing a satisfactory explanation, back pay for the period of absence shall not be allowed.

V. Accommodation for Disabilities

CTESOA will, subject to budgetary restraints, provide reasonable accommodations for qualifying disabled employees as defined by the Americans with Disabilities Act ("ADA") in the following areas:

- CTESOA's policy is to employ job applicants on the basis of merit, qualifications, and competence. CTESOA will provide reasonable accommodation to the known physical or mental limitations of a qualified applicant.
- CTESOA will endeavor to recruit, hire, train, and promote in a manner that does not unlawfully discriminate against qualified persons with disabilities.
- CTESOA intends to base employment decisions on principles of equal opportunity and nondiscrimination, as defined by relevant law.
- CTESOA will strive to ensure all personnel actions are administered so as not to discriminate unlawfully against individuals with disabilities.
- Where a disabled individual makes known a disability, CTESOA will attempt to provide reasonable accommodation as required under relevant law.
- CTESOA will undertake to provide facilities, services, and programs, when viewed in their entirety, that are readily accessible to and usable by individuals with disabilities.
- CTESOA will endeavor to provide means of effective communication with applicants and employees.

VI. Outside Employment

No CTESOA employee shall be permitted to accept employment in addition to or outside of CTESOA service if:

- The outside employment leads to a conflict of interest for said employee; or,
- The nature of the outside employment is such that it will reflect unfavorably on the CTESOA; or, the duties to be performed in the outside employment are in conflict with the duties involved in CTESOA service.

VII. Conduct and Disciplinary Action

A. Guidelines for Appropriate Conduct

As an integral employee of CTESOA, you are expected to accept certain responsibilities, adhere to high standards of personal conduct, and exhibit a high degree of personal integrity at all times. This not only involves showing sincere respect for the rights and feelings of others but also demands that you refrain from any behavior that might be harmful to you, your coworkers, CTESOA, or that might be viewed unfavorably by the people we service or by the public at large.

Whether you are on or off duty, your conduct reflects on CTESOA. You are, consequently, required to observe the highest standards of professionalism at all times.

Any type of behavior and/or conduct that CTESOA considers inappropriate could lead to disciplinary action up to and including termination of employment, at the sole discretion of CTESOA.

B. Courtesy and Politeness

Working in EMS is always a trying and testing position. When you are on the job or when you are wearing your uniform, you are seen as a representative of CTESOA.

As a representative of CTESOA, you must maintain a courteous, polite, and in control demeanor at all times.

Occasionally, you will be subject to verbal abuse, unsavory duties, and somewhat “difficult” people. When you find yourself in this position, remember that you are there for a reason. You are there to help a sick, injured, or infirm person. The people we serve depend on you and expect you to be neat, clean, courteous, polite, and in control of yourself and the situation you are dealing with.

Always be ready to work in concert with your partner and other people on the scene, not in conflict. If you lack any one of these attributes or if you disregard them, yourself, your patient, your co-workers, and the service will suffer. This is an unacceptable situation. You must always strive to be better and try harder for everyone concerned.

C. Grounds for Disciplinary Action

All suspensions, demotions, reductions in salary step for a specified time period, and dismissals of non-probationary employees shall be made in accordance with the rules provided in the CTESOA Policies and Procedures. Probationary employees may be suspended, demoted, reduced in step, or dismissed without right to review or appeal at any time during the employee's probationary period, unless otherwise required by law. This section shall not apply to employees who are not "firefighters," as defined in Government Code section 3251 (a).

An employee may be demoted, suspended, reduced in salary step, or dismissed only for cause. Grounds for discipline include, but are not limited to, the following:

- Failure to meet reasonable work performance standards and requirements.
- Discourteous treatment of the public or fellow employees.
- Possessing or using alcohol, illegal drugs, or non-prescribed drugs while on the job, or being present at work under the influence of the same.
- Absence without approved leave; abuse of leave.
- Tardiness or absenteeism.
- Disorderly conduct.
- Incompetence or inefficiency.
- Misuse of CTESOA property; being wasteful of material, property, or working time.
- Violation of any lawful or reasonable regulation or order; insubordination.
- Neglect of duty.
- Dishonesty.
- Willful disobedience.
- Conduct unbecoming a CTESOA employee.
- Conviction of a felony.
- Fraud in securing employment, including falsification of the employment application or other employment documents.
- Misappropriation of District funds or property.
- Intentional or gross misconduct.
- Failure to follow CTESOA policies, or any action inconsistent with officially promulgated policies or regulations.
- Failure to exhibit good behavior either during or outside duty hours. Such behavior of a nature that causes discredit to the CTESOA
- Failure to supply full information as to character, reputation, medical history, or acts which, if known at the time of employment, might have resulted in a disqualification of the employee for the job to which the appointment was made.
- Falsification of a relevant official statement or document of record,; making misleading statements or entries with the intent to deceive; or, willful mutilation of CTESOA records.
- Improper withdrawal or limitation of service or any action which interferes with or is disruptive of the CTESOA mission or the public service.
- Failure to possess or keep in effect any license, certificate, or other similar requirement specified in the employee's class specification or otherwise necessary for the employee to perform the duties of the position.

D. Disciplinary Investigations

CTESOA will begin an investigation when management reasonably suspects that an employee has engaged in misconduct that would result in discipline. Investigations may include questioning by CTESOA supervisory personnel, or questioning by a licensing or certifying agency or other authority. CTESOA shall observe all procedures applicable to employees, as prescribed.

E. Notice of Proposed Disciplinary Action

Prior to the issuance of a written order to either suspend, demote, reduce in step, or dismiss an employee, written notice of at least ten (10) calendar days of the proposed disciplinary action will be given to the employee before such action is taken. The written notice will include:

- A description of the proposed action and its effective date or dates, and in the case of a full time employee, the regulation or rule violated;
- A statement of the acts or omissions upon which the proposed action is based;
- A statement that a copy of the materials upon which the proposed action is based are attached or available for inspection upon request; and
- A statement advising the employee of his/her right to file an appeal.

F. Imposition of Discipline

Following Notice of Proposed Disciplinary Action and after providing an employee the right to respond, CTESOA will notify the employee in writing of a decision to impose discipline within 30 days of the decision, but not less than 48 hours before imposing the discipline. The Order of Disciplinary Action will contain the effective date of disciplinary action, the right of appeal, and the specific charges upon which the disciplinary action is based. Notice of the time allowed for appeal and answer will be stated in the order.

G. Right to Appeal.

Any employee subjected to a punitive action may file a written appeal and shall be afforded an appeal hearing. "Punitive action" is defined by law as any action that may lead to dismissal, demotion, suspension, reduction in salary, written reprimand, or transfer for purposes of punishment.

Administrative appeal and hearing procedures are outlined in detail in the CTESOA Policies and Procedures. An employee may initiate an appeal by request. The appeal request must be in writing and received by the Executive Director within five (5) administrative working days of the employee's receipt of the Order of Disciplinary Action or imposition of other punitive action. The request must set forth the matter appealed from, a detailed basis of the appeal, and a statement of the action desired by the appellant with supporting reasons. If an employee fails to file a notice of appeal within the time specified in these rules, the employee shall be deemed to have waived his/her right to appeal.

Appeal hearings shall be conducted in accordance with the Administrative Procedure Act ("APA") as set forth in the Government code section 11340 et seq. The appeal created by this section is intended to satisfy the requirement of an "administrative appeal" for "firefighters"

employed by CTESOA as required by Government Code section 3254. This section shall not apply to employees who are not “firefighters,” as defined in Government Code section 3251(a).

VIII. Uniforms and Appearance

A. Obtaining Uniforms

CTESOA provides every employee with 2 uniform shirts and 1 uniform sweatshirt.

B. Proper Uniform

All personnel are to wear their uniforms properly at all times when on duty. All employees must be in uniform for any training conducted at CTESOA unless otherwise authorized by management.

Only CTESOA issued uniform items may be worn while on duty.

Your uniform must remain clean, unwrinkled, neat, and in good repair. Uniform items that are faded, torn, or worn are not acceptable. If your uniform endures damage from anything other than natural wear and tear or your lack of care, please contact a supervisor for direction of uniform piece replacement.

You are responsible for the care and maintenance of your uniforms. You should always have spare uniform items available. If for any reason your uniform becomes soiled during your shift, you are to return to quarters for your own spare uniform. If your uniform is damaged beyond cleaning or repair while working at a scene please see the Director of Administration for assistance in replacing it.

C. Wearing Uniform When Not on Duty

No Professional employee shall wear an identifiable uniform item when not on duty. This particularly applies to wearing an identifiable uniform item in an establishment that serves alcohol. If it is your intention to go out after work you should plan to have a change of clothes. Any off duty employee observed wearing an identifiable uniform item in an establishment that serves alcohol will be severely disciplined up to and including discharge.

D. Personal Hygiene and Appearance

All personnel are required to present themselves at the beginning of their shift as someone proud to represent this organization and your profession. This presentation includes your personal hygiene. It is imperative that all employees are clean, showered, and presentable.

If an individual is emitting a malodorous air, from a uniform or his or her person, it is not fair to patients or partners. The offending party will be requested to shower or wash the uniforms at the base or asked to leave by the supervisor for the remainder of the shift. There will be no pay for this time lost. CTESOA is a professional organization and must present ourselves as such 24 hours per day 7 days a week.

Employees should wear their hair short or pinned back for their own safety. Unnaturally colored hair is not permitted, i.e. purple, blue, pink, etc.

Male employees are prohibited from wearing earrings while on duty. Female employees may not wear earrings that hang down. Facial jewelry of any type is not permitted. CTESOA discourages the wearing of large rings while on duty. Rings have the potential to cut through gloves, creating an environment of possible exposures.

Employees should not wear cologne or perfume while on duty. Your taste may not be that of another. Some patients may be allergic or made uncomfortable by these products.

Shoes and/or boots must be cleaned and shined. A shoeshine box is always available at the base, located in the crew room.

IX. Absenteeism or tardiness

A. Procedures

CTESOA expects all employees to assume diligent responsibility for their attendance and promptness. Recognizing, however, that illnesses and injuries may occur, CTESOA has established Earned Time Off (“ETO”) hours to compensate full-time employees for certain time lost for legitimate medical reasons, including time off to secure necessary treatment for a disability. (Please consult the appropriate sections of this handbook for information regarding these benefits.)

If you are unable to work because of illness, you must notify dispatch as soon as possible on each day of your absence unless you are granted an authorized medical leave, in which case different notification procedures apply. Failure to properly notify CTESOA will result in disciplinary action.

If you are scheduled for multiple shifts on a day you are unable to work due to illness, you must inform the dispatcher of your availability, or lack thereof, as soon as possible for all of the shifts that day. If you are able to work one or more of the later shifts, you should inform the dispatcher accordingly.

If you are absent for more than five consecutive workdays, a statement from a physician may be required before you will be permitted to return to work. In such instances, CTESOA also reserves the right to require you to submit to an examination by a physician designated by CTESOA at its discretion. In addition, CTESOA may require you either to submit a statement from your physician or to be examined by a company-designated physician in other instances at its discretion, such as where abuse is suspected (e.g., where an employee’s record indicates a pattern of short absences and/or frequent absences before or after holidays and weekends).

Absenteeism or tardiness that is unexcused or excessive in the judgment of CTESOA is grounds for disciplinary action, up to and including dismissal.

X. Grievance and Conflict Resolution Procedure

Misunderstandings or conflicts can arise within any organization and with personnel in the outside organizations we work with. This policy will apply to complaints against our personnel.

To ensure effective working relations, it is important that such matters be resolved before serious problems develop. Most incidents resolve themselves naturally by discussing them openly with both parties working to resolve their misunderstanding; however, if a situation persists that you believe is detrimental to you or to CTESOA, the following procedure will be utilized to resolve and document the conflict.

Where you have a complaint or conflict, discussing the problem with the Executive Director/Executive Director's Designee is encouraged as a first step. Complaints received from people outside of CTESOA should be referred to the Executive Director/Executive Director's Designee as soon as possible.

If, after discussion with an immediate supervisor, and review of the decision of the supervisor, the grievance is not resolved to the satisfaction of the employee, the employee shall submit a written statement of his grievance to the officer designated by the Executive Director as the personnel officer. The personnel officer will document all complaints he or she receives from any source and will investigate and discuss the incident with all parties in question, whenever possible, in an effort to gather the facts of the dispute.

The Executive Director/Executive Director's Designee will document all complaints he or she receives from any source and will investigate and discuss the incident with all parties in question, whenever possible, in an effort to gather the facts of the dispute.

The personnel officer will inform the complainant and the accused of his or her findings and/or proposed resolution within five (5) working days of receiving the complaint. The Executive Director may, for good cause, extend this timeline by informing the complaint of the need to do so in writing.

If the determination of the personnel officer is not satisfactory to the employee or employee organization, then a written request will be made to meet with the Executive Director to try to resolve the grievance. Within ten (10) working days of receipt of this request the Executive Director shall schedule a mutually acceptable meeting date, time, and location and shall give the requesting employee or employee organization of that meeting time, date and location.

Within five (5) working days following that meeting, the Executive Director shall deliver to the employee his written decision regarding the grievance, with a copy of said decision to be retained in the employee's personnel file.

In the event that the complainant is not satisfied with the decision of the Executive Director, he or she may appeal the decision in writing to the CTESOA Board of Trustees. The statement shall include a clear, concise, statement of the reasons for the appeal.

The Board of Trustees, at the next regularly scheduled meeting, if it wishes to hear the appeal, may schedule a hearing to formally receive the written complaint and the investigation findings

from the Executive Director/ Executive Director's designee. The Board of Trustees shall thereafter issue a written decision within 30 days after said hearing.

A. Retaliation

CTESOA will not tolerate any form of retaliation against employees availing themselves of this procedure. The procedure should not be construed, however, as preventing, limiting, or delaying CTESOA from taking disciplinary action against any individual, up to and including termination, in circumstances (such as those involving problems of overall performance, conduct, attitude, or demeanor) where CTESOA deems disciplinary action appropriate.

XI. Electronic Communications

A. Personal Telephone Calls.

Open lines of communication are critical to the success of CTESOA. As such, our telephones should generally be used for authorized company business only. Of course, we recognize that family emergencies may occur from time to time; in such instances, use of the telephones for personal matters is permitted.

We urge you to ask your family members and friends not to call you at work unless it is an emergency. Your cooperation in this regard is appreciated.

B. Electronic and Telephonic Communications

CTESOA relies heavily on communication with employees through email assigned to every employee upon hire. It is required that every employee check their email at least once during every shift.

The use of any software and business equipment, including, but not limited to, pagers, radios, telephones, facsimiles, computers, the Internet, and copy machines for improper or illicit purposes is strictly prohibited.

Reasonable personal use of CTESOA software and business equipment, including, but not limited to, pagers, radios, telephones, facsimiles, computers, the Internet, and copy machines is permitted so long as this personal use is not excessive in the sole judgment of CTESOA.

Employees using this equipment for personal purposes do so at their own risk. Further, employees are not permitted to use a user name, password, code, access a file, or retrieve any stored communication unless authorized to do so or unless they have received prior clearance from an authorized CTESOA representative.

All passwords or other access codes are the property of CTESOA. No employee may use a password or voice-mail access code that has not been issued to that employee or that is unknown to CTESOA. Moreover, improper use of the E-mail system (e.g. spreading offensive jokes or remarks, including on the Internet, will not be tolerated.) Employees who violate this policy are subject to disciplinary action, up to and including discharge.

To ensure that the use of electronic and telephonic communications systems and business equipment is consistent with CTESOA's legitimate business interests, authorized representatives of CTESOA may monitor the use of such equipment from time to time. This includes monitoring usage of any kind on any device. This may also include listening to stored voice-mail messages.

Internet

CTESOA provides access to the Internet. The Internet represents a useful tool for CTESOA in conducting its business, but like any other tool, it must be used properly. For purposes of this policy, Internet includes any public electronic data communications network.

Use of the World Wide Web includes all restrictions that apply generally to the use of CTESOA's E-mail and other electronic and telephonic equipment, as noted above. In addition, the following rules apply with respect to Internet usage:

1. No Browsing of Restricted Content Web sites: Accessing Web sites that contain pornographic or other illicit material is strictly prohibited.
2. No Downloading of Non-Business Related Data: CTESOA allows the downloading of files from the Internet, however, downloading files should be limited to those which relate directly to CTESOA business.
3. No Downloading of Application Programs: CTESOA does not permit the downloading or installation of application software from the Internet onto CTESOA computers. Such software may not only contain embedded viruses, but is also untested and may interfere with the functioning of CTESOA's standard applications.
4. No Use of Subscription-based Services Without Prior Approval: Some Internet sites require that users subscribe before being able to use them. Users should not subscribe to such services without the express approval of the Executive Director.
5. No Violation of Copyright: Many of the materials on the Internet are protected by copyright. Even though they may seem to be freely accessible, many of the intellectual property laws which apply to print media still apply to software and material published on the Internet. Employees are permitted to print out Web pages and to download material from the Internet for informational purposes as long as the purpose for such copying falls into the category of "fair use". Please do not copy or disseminate material which is copyrighted. Employees having any questions regarding such materials should contact the Executive Director for guidance.

Social Media Communications Policy

CTESOA understands the importance of social computing, networking and social media in today's world. Social media takes many forms including social media sites (Facebook, LinkedIn, MySpace, Twitter, etc.), blogs, wikis, file sharing sites, forums, discussion groups and chat

rooms. Social Media can be an extremely effective way of marketing our company and expanding our interactions with employees, vendors and customers. While embracing new technologies, we also want to make sure that the Company and our employees engage in social networking in a responsible manner.

This policy provides guidance on how to engage in social networking in a way to protect yourself and the interests of the Company, its employees, vendors and customers. These guidelines supplement current Company policies.

1. Social Networking Sites Should Not Be Considered Private.

Generally, information posted on social networking sites is public and you should expect that even with your use of certain privacy settings what you post on social networking sites will be seen by others and should not be considered private.

2. Company Policies Still Apply/Monitoring.

Company policies still apply when using social media sites. Rules against harassment and inappropriate conduct and other rules contained in the Employee Handbook apply to your on-line activities. Social media sites should not be used during work times unless for business-related activities. We may monitor employee social media communications to ensure compliance with Company policies.

3. Use Common Sense/Think before you Post.

You are responsible for the content you publish on social media sites. CTESOA will regularly monitor social media postings of applicants and current employees. All applicants and current employees are held to the highest standards. The attitude and professionalism of all applicants and employees is always being evaluated based on many elements including social media. What you post could be online for a long time. As an applicant or a representative of the Company, always consider how your comments will be viewed in light of protecting and enhancing both the Company's reputation and your own.

4. Respect Others/Keep Grips and Disputes Offline.

Each employee is expected to abide by CTESOA policies, both online and offline. Rudeness, unprofessional behavior, and harassment will not be tolerated. Insubordination, threats, intimidation, and disrespect toward a manager/supervisor, coworker, patient, or vendor may result in discipline.

5. Protect confidential information.

Respect the privacy of patients, customers, vendors and employees. Always obtain permission before posting references to customers, vendors, and employees (e.g. compromising pictures or other information that was intended to be probate). Misuse or unauthorized disclosure of confidential information not otherwise available to persons or firms outside of CTESOA is cause for disciplinary action, including termination.

6. No phony identities/Be clear about who you are.

Only authorized employees may communicate information on behalf of the Company. Without permission you are not authorized to make statements, comments or press releases on behalf of the Company. Be clear and write in first person. You should make clear that you are speaking for yourself and not on behalf of the Company.

7. Use your own email.

Use of Intellectual Property: Respect all copyright and other intellectual property laws. For CTESOA's protection, as well as your own, it is critical that you show proper respect for the laws governing copyright, fair use of copyrighted material and brands.

8. Stay Productive.

Social media participation can be productive and beneficial both personally and professionally. However, ensure that such personal activities do not interfere with your work activities.

9. Use social networking safely.

Understand which social networking sites you would benefit from most, how each works and what features each offers. Always review the applicable privacy and security settings so that you understand how much or little information you are comfortable sharing.

10. No right to privacy

Employees do not have any right to privacy in any CTESOA computer resources, including e-mail messages produced, sent, or received by CTESOA computers or transmitted via CTESOA's servers and network. When employee access to the Internet and e-mail is controlled by use of a password, the existence of a password does not mean that employees should have any expectation of privacy. Employees must disclose their passwords to the District upon request, and the CTESOA will maintain a file of all passwords currently in use. CTESOA may monitor the contents of all e-mail messages to promote the administration of the CTESOA, its business, and policies.

11. Misuse

Employees access to and use of the Internet, e-mail, and other electronic communications may be monitored at any time. Failure to follow this policy may lead to discipline, up to and including immediate termination. Disciplinary action may involve the removal of Internet and e-mail access from their computer or termination of employment with the District.

XII. Smoking

To maintain a safe and comfortable working environment and to ensure compliance with applicable laws, smoking in CTESOA's offices and facilities is strictly regulated. You should become familiar with the areas throughout CTESOA's premises where smoking is either permitted or prohibited. These areas have been marked clearly. Because CTESOA may be

subject to criminal and civil penalties for violations of applicable smoking laws, we must insist on strict adherence to this policy.

Smoking of any type of cigarette, including electronic, is not permitted in any CTESOA vehicle.

Smoking is not permitted in any area of CTESOA's facilities.

Smoking is not permitted on any hospital property.

Employees smoking in any non-smoking area are subject to disciplinary action.

XIII. Drug and Alcohol Policy

A. Policy

It is the intent of CTESOA's to provide a working environment that is free from the use of non-prescription drugs and alcohol. The costs of alcohol and drug abuse are staggering and are manifested by accidents, tardiness, absenteeism, property damage, increased workers' compensation costs, increased health insurance costs, and the cost of replacing and retraining new employees. In an effort to curb the abuse of alcohol and drugs in the workplace, CTESOA has adopted the following policy regarding drugs and alcohol. CTESOA asks for your full cooperation in implementing this policy.

1. The sale, manufacture, distribution, purchase, use, possession of the following substances or having the following substances in one's system when reporting to work or working while impaired by the following substances-intoxicants, non-prescription narcotics, hallucinogenic drugs, non-prescription marijuana, or other non-prescription controlled substances-is prohibited while at CTESOA, during working hours, or while conducting CTESOA's business outside the workplace.
2. The distribution, sale, purchase, use, or possession of equipment, products, and material that are used, intended for use, or designed for use with non-prescribed controlled substances also is prohibited while on CTESOA property or during working hours.
3. Reporting to or being at work with a measurable quantity of intoxicants, non-prescribed narcotics, hallucinogenic drugs, marijuana, or other non-prescribed substances in blood or urine is prohibited.
4. Employee use of prescription drugs while at work is permitted, provided that the drug has been prescribed for the employee by a licensed physician and is used in accordance with the physician's instructions and in the prescribed dosage, and provided also that use of the drug does not impair the employee's ability to perform his or her job duties and responsibilities safely and effectively.
5. An employee must report the use of any prescription drug which may affect the employee's safety or job performance to a member of the supervisory staff. An

employee may be required to provide CTESOA with a copy of the prescription and/or other medical verification. If an employee is unable to perform his or her job duties safely and effectively while taking a prescribed medication, the employee may be re-assigned, or, if no suitable position is available, may be placed on a leave of absence.

6. The purchase, sale or transfer of a prescription drug by any employee to or from another employee or any other individual while on CTESOA premises or while otherwise engaged in CTESOA business is prohibited.
7. Employees are prohibited from using, or reporting to work impaired by, or under the influence of, any over-the-counter drug which may affect the employee's safety or job performance.
8. Reporting to or being at work with a measurable quantity of prescribed narcotics in blood or urine, or use of prescribed narcotics is also prohibited where in the opinion of CTESOA such use prevents the employee from performing the duties of his or her job or poses a risk to the safety of the employee, other persons, or property.

Violations of this policy will result in disciplinary action up to and including termination of employment. In lieu of termination, other disciplinary action may apply in the judgment of CTESOA including, but not limited to, suspension of an employee, EAP intervention, or requiring the employee's attendance and successful completion of an approved substance abuse assistance or rehabilitation program.

B. Drug and Alcohol Testing

It is a condition of employment that employees may be required to submit to CTESOA approved drug tests under circumstances that include, but are not limited to, the following:

- incident to investigations of accidents resulting in bodily injury or property damage;
- where, in CTESOA's opinion, violations of safety rules or procedures are suspected;
- where, in CTESOA's sole discretion, there is reasonable cause to believe an employee has been engaging in illegal drug use at any time, or working under the influence of alcohol;
- when an employee returns from any type of leave in excess of thirty days;
- on a periodic basis for employees who return to work after participation in a rehabilitation program; and
- Annually.

AS A CONDITION OF EMPLOYMENT, EVERY EMPLOYEE MUST ABIDE BY THE TERMS OF THIS DRUG AND ALCOHOL POLICY.

Nothing in this policy alters the fact that all employees of CTESOA are employed for an indefinite period and that such employment may be terminated with or without cause or notice at the will of either the employee or CTESOA. This policy and any related policies, practices, or guidelines are not employment contracts or parts of any employment contract.

C. Confidentiality

Laboratory reports or test results shall not appear in an employee's general personnel folder. Information of this nature will be contained in a separate confidential medical folder that will be securely kept under the control of the Executive Director.

D. Disciplinary Action

Disciplinary action, up to and including termination, may be taken against an employee for any of the following reasons: failure to comply with any of the employee's responsibilities as set forth herein; positive results from any drug or alcohol test.

XIV. Safety and Health

A. Policy

CTESOA is committed to providing a safe and healthy working environment. CTESOA's policy is aimed at minimizing the exposure of our employees, customers, and other visitors to our facilities to health or safety risks. To accomplish this objective, all CTESOA employees are expected to work diligently to maintain safe and healthful working conditions and to adhere to proper operating practices and procedures designed to prevent injuries and illnesses.

The responsibilities of all employees of CTESOA in this regard include:

1. Exercising maximum care and good judgment at all times to prevent accidents and injuries;
2. Reporting all injuries to supervisors and seeking first aid, regardless of how minor;
3. Reporting unsafe conditions, equipment, or practices to supervisory personnel;
4. Using safety equipment provided by CTESOA at all times;
5. Conscientiously observing all safety rules and regulations at all times;
6. Notifying supervisory staff, before the beginning of the workday, of any medication they are taking that may cause drowsiness or other side effects that could lead to injury to them and their coworkers;
7. Know the locations of all fire and safety exits;

8. Never use compressed air to clean clothing you are wearing;
9. Smoke only in areas designated as smoking areas;
10. Never attempt to catch falling objects;
11. Non-slip (Postal Approved) shoes must be worn at all times;
12. Make certain all emergency equipment, such as fire extinguishers, alarms, and exit doors, is accessible at all times;
13. Horseplay and practical jokes are prohibited;
14. Maintain all equipment in good repair; and
15. Know and be familiar with all CTESOA Health and Safety Plans.

Policy Title: Post Accident Procedure

I. Policy

Any Employee involved in a motor vehicle accident while in a company vehicle must adhere to the guidelines laid out.

II. Purpose

The purpose of this policy is to establish a procedure in post- accident situations as to lower the possibility of an employee getting in another collision, to ensure the safety of all parties involved, and provide proof of steps taken.

III. Procedure

- A.** Any employee involved in an accident or incident while on duty or while on any property owned, leased, or operated by CTESOA shall immediately notify the Executive Director of what has happened. The Executive Director shall notify the Board of Directors as soon as possible and any media inquiries shall be directed to the Executive Director. No employee is permitted to release any information to the media.
- B.** An employee who is involved in an accident or incident while on duty or subject to duty, or while on any property owned, leased, or operated by CTESOA, in which any person is injured, or in which there is property damage estimated to be in excess of \$5000.00 or either vehicle is inoperable following the collision shall be sent for a drug and/or alcohol test. The employee shall be immediately transported to a medical facility where he/she shall submit to a drug and alcohol test.
- C.** The paramedic on scene of the accident shall assume medical authority for all persons involved. If no one wishes to have medical attention the Paramedic will ensure AMAs or refusal of services are signed by all parties.
- D.** If the collision takes place while transporting a patient it will be the responsibility of the driver to contact Dispatch for a relief ambulance to take over patient transport and care.

- E. The employees involved may need to show proof of EVOC certification dated within one (1) year prior to the accident. If no certification is available the employee may be required to obtain certification within 6 months or undergo a substitute remedial driving course as approved by the Executive Director.
- F. All involved employees must complete a detailed incident report prior to going off shift.

Controlled Substances

Purpose:

This Policy outlines the process used by ALS contractors to: obtain an initial stock, maintain the current stock, provide security for, and document controlled substances (Fentanyl/ Morphine Sulfate/ Versed)

Authority:

Code of Federal Regulations, Title 21
 California Health and Safety Code, Division 10
 California Health and Safety Code, Division 2.5
 California Code of Regulations, Title 22, Division 9, Chapters 3&4

Policy:

1. Restock

- A. In order to restock controlled medications, the ORIGINAL controlled substance logs must be presented to the hospital or pharmacy staff.
- B. New Medication supply will be signed into stock by the JPA Employee assigned to that Medic Unit. In circumstances where the afore mentioned staff are not available, signature may be obtained by one of the other assigned ambulance staff members.
- C. Once controlled substances are obtained and prior to dispersion to field units a tamper proof holographic seal with an individual serial number shall be placed over the metal end (the end without a factory applied paper seal) if the individual pre-loaded controlled substance tamper proof container.
 The responsibility to place and track the holographic seal rests with each ALS contractor.
 Holographic seals can be obtained from the JPA.
- D. Holographic seals must also be placed on the top cap of each individual vial of Versed and Fentanyl for tracking purposes. Place the holographic seal so that it completely affixes the plastic tab to the vial on two (2) sides, but doesn't cover the expiration date or the lot number.

2. Tracking

A. Each individual preload, vial, and cylinder must be tracked on the controlled substance tracking/usage log. The tracking/usage log shall be initially completed on the first day of the month and must contain the following information:

- I. Unit Number
- II. Month
- III. Date Received
- IV. Medication type: V= Versed F= Fentanyl
- V. Serial numbers (stamped on cylinders)
- VI. Lot numbers
- VII. Expiration dates
- VIII. Date Used
- IX. Incident number
- X. Amount used
- XI. Amount wasted
- XII. Paramedic name/ signature
- XIII. Witness name/ signature (can be an EMT)

The controlled substance tracking/usage log shall be updated any time a controlled substance is used or wasted. If a medication is restocked at any point during the month it must be added to the controlled substance tracking log. This log does NOT need to be updated daily, only when there are changes to the inventory. Names and signatures are only required when a medication has been used or removed from service and on the first day of each month.

B. Daily (every 24 hours) inspection of the controlled substance shall include:

- I. Security tag and container intact without evidence of tampering
- II. Contents intact and no visible leaks
- III. Presence of correct quantity of medications and verification that there is an appropriate amount of fluid
- IV. Completion of Controlled Substance Daily Log, which includes:
 - a) Date
 - b) Time
 - c) Paramedic's legible signature or either JPA employee assigned to medic unit
 - d) Witness' legible signature. In circumstances where the afore mentioned staff are not available signature may be used by either JPA Employee Assigned to medic unit.
 - e) Versed**
 - f) Fentanyl**
 - g) Security tag number- this is the tag that secures the controlled substances in the tamper proof container
 - h) Comments- if you have any brief comments such as "restocked" or "tag damaged". Comments may be continued on back side of the daily log if you run out of space.

** “Start” - How much medication or how many cylinders (full or partial) were used at the start of the shift

“Used” - if any medication was used how much?

“End” - How much medication or cylinders (full or partial) remain (if restocked this number may be higher)

3. Storage

Medications:

- A. Controlled substances shall be kept in a clear tamper resistant box or bag that must be securely closed shut with a numbered security tag. The numbered security tag must be secured in such a manner that no medications may be removed from the LOCKED BOX or bag without removing the numbered security tag. For zippered pouches fasten the numbered security tag around the base of the zipper vs. the zipper handles.
- B. The numbered security tag must be replaced when damaged, broken, or removed. Document such a change in the comments section of the daily log; if additional space is needed write on the back of the daily log.
- C. The sealed container must be kept in a secondary secure locked box, cabinet, or container.
- D. Controlled substances must be stored in an environmentally controlled environment.

4. Verification/ Documentation Procedures

A. Monthly or Opened Security Tag Verification:

- I. At the beginning of each month, or any time the numbered security tag is removed, the medications must be thoroughly inspected. This thorough monthly inspection shall include:
 - a) Check for visible damage/ tampering of tamper proof seals or containers
 - b) Make sure there is appropriate amount of liquid inside the medication containers
 - c) Check expiration dates
 - d) Confirm correct medication, concentration, and dose
 - e) Replacing the numbered security tag with a new one. Documentation of this new security tag will be verified on the daily log at the beginning of the next new shift.

5. General Information

- A. The controlled substance inventories shall be verified by the two JPA employee assigned to that unit.
- B. Once the numbered security tag is in place it does not need to be removed until the medications are needed for patient treatment or the next monthly inspection, whichever comes first.
- C. For situations where there is some controlled medication left over after administration to a patient or when a medication expires*, the medication must be wasted in front of a witness. This

witness should be another healthcare provider (i.e. a registered nurse, physician, or another paramedic) whenever possible. Medications shall be wasted into a sharps container that is partially filled with a ½" of saw dust, kitty litter, or some other absorbent material.

*** CSA 3 personnel to follow hospital pharmacy policy on expiring medications.**

6. Administration

- A. In order to be eligible to carry controlled substances, applicants shall first submit verification of the following items to the El Dorado County EMS Agency Medical Director for initial approval:
 - I. An internal process to:
 - a) Obtain an initial stock of controlled substances for each ALS unit in service;
 - b) Provide adequate security for all controlled substances (meeting the above listed requirements);
 - c) Restock controlled substances following administration to a patient during prehospital care;
 - d) Restock controlled substances following loss or breakage of a controlled substance container;
 - e) Maintain records of controlled substances (records must be retained by the contractor for a period of not less than 3 years)
 - II. An orientation program to be used for new employees and on-going training as per the County's paramedic accreditation packet.
 - III. An internal program to monitor the administration, security, and restock of controlled substances.
- B. Any unresolved discrepancy in a unit's controlled substance log or inventory shall be documented in an incident report and forwarded to the EMS Agency and the appropriate JPA Executive Director within 24 hours. Immediately notify your supervisor if there is a discrepancy. Any suspected theft or loss of any controlled substance must be reported on a DEA form 106.
- C. Each ALS contractor shall show documentation of an agreement with a California licensed physician to provide necessary prescribing and oversight as required by the United States Drug Enforcement Administration.

7. Disciplinary Action

Failure to meet JPA controlled substance policy shall result in both assigned employees receiving disciplinary action per the policy defined in the Employee Handbook section VII C.

California Tahoe Emergency Services Operations Authority (CAL TAHOE)

POLICIES & PROCEDURES

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DEFINITIONS

CTESOA, CAL TAHOE, JPA: California Tahoe Emergency Services Operations Authority

Executive Director: The California Tahoe Emergency Services Operations Authority Executive Director

JPA Board, the Board: The California Tahoe Emergency Services Operations Authority Board of Directors

Member Agency, : An Agency that has contracted with the California Tahoe Emergency Services Operations Authority for the purpose of providing Emergency Services on behalf of the JPA. The Member Agencies of the JPA are the City of South Lake Tahoe Fire Department, the Lake Valley Fire Protection District, the Fallen Leaf Lake Community Service District Fire Department are subject to change based on Board approval.

Member Agency Fire Chief: the duly appointed Fire Chief of a Member Agency fire department or fire district.

Dispatch: A communication center responsible for receiving emergency calls and sending the appropriate resources to respond.

ADMINISTRATIVE POLICIES

POLICY TITLE: Administration of the JPA

POLICY NUMBER: 1010

I. POLICY

The Executive Director position shall function in conformance with the procedures outlined herein.

II. PURPOSE

The purpose of this policy is to describe the essential functions of the Executive Director

III. PROCEDURE

A. Executive Director Position Summary

The Executive Director, organizes, directs, coordinates, and evaluates the operations of the JPA. Under the direction of and in collaboration with the Board of Directors, the Executive Director conducts on-going opportunity analysis to determine key performance management issues and to provide sound financial management. The Executive Director utilizes theory-based program design, implementation, and evaluation strategies and provides data to guide ongoing short and long term system development.

B. Position Duties:

1. The Executive Director shall report to the CAL TAHOE Board
2. The Executive Director will be responsible for overseeing member agencies' contract compliance, agreements and operations as they relate to the JPA.
3. The Executive Director shall be the contact person between the El Dorado County Emergency Services Operations Authority and CAL TAHOE and available as required the by contract.
4. Develops annual budgets and monitors expenses for all cost centers with the JPA. Works with county auditor to complete annual audit of CTESOA Annual Budget.
5. Plans, organizes, implements, and evaluates all operations /activities relative to the provision of emergency medical treatment and transport within the jurisdiction of the JPA.
6. Prepares strategic plans and system reports to include recommendations relative to revisions, implementation or discontinuation of specific system elements.

7. Participates in internal and external committees, task forces, advisory groups and professional organizations.
8. Develops and maintains collaborative professional relationships with member agency Fire Chiefs and Board Members, JPA Board of Directors, and other members of the EMS community.
9. Develops and submits draft JPA policies and procedures to the CTESOA Board for approval. Implements board approved policies and procedures to member agencies.
10. Successfully manages projects to their timely conclusion within budgetary guidelines.
11. Establishes and monitors quality improvement indicators and measurements for JPA operations.
12. Demonstrates behaviors that model the JPA's mission and philosophy.
13. The Executive Director will attempt to utilize where appropriate throughout this policy and the operation of the JPA's mission

POLICY TITLE: JPA Board and Committee Meetings

POLICY NUMBER: 1020

I. POLICY

Board and Committee meetings of the JPA shall be conducted in conformance with organizational bylaws, the Brown Act, and other applicable requirements.

II. PURPOSE

The purpose if this policy is to establish the structure, processes, and schedules of Board and Committee meetings, and provide guidance on the use of electronic data communications devices by Board and Committee members during public meetings of the JPA.

III. PROCEDURE

JPA Governing Board

- A. The JPA shall be administered by its Governing Board (hereinafter the "Board"). The Board shall be made up of elected representatives of the member agencies. When a Board member is unable to attend a meeting that Board member shall designate an alternate from his or her respective Member Agency to act in his or her place. The Board may do and perform all acts which are necessary to accomplish the purposes set forth above. Each Board member shall have one (1) vote.
 1. The Board shall meet, at minimum, each quarter.
 2. The Board shall be made up of two (2) elected representatives of the Lake Valley Fire Protection District, two (2) elected representatives of the City of South Lake Tahoe, one representative of the Fallen leaf Lake Community Service District Fire Department,

3. All meetings of the Board, including regular, adjourned regular and special meetings shall be called, noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act (Government Code sections 54950, et seq.)
4. The presence of a majority of the representatives then appointed to the Board shall constitute a quorum of the Board for the transaction of business. Approval of motions presented to the Board for action shall require approval of a majority of the Board, as then appointed, in accordance with the power described in this document.
5. Each year, the Board shall elect a Chairperson, a Vice Chairperson, and a Secretary/Treasurer at its last meeting of the year for assumption of office at the beginning of each calendar year. In the event of a mid-term vacancy, the Board shall fill the vacancy at the next meeting of the Board held after such vacancy occurs. In the absence or inability of the Chairperson to act, the Vice Chairperson shall act as Chairperson.
6. Each Board member shall file all required conflict of interest forms as required by law, Board policy, or Board Bylaws.
7. JPA Standing Committees

The Board can establish standing committees with a majority vote. A standing committee has continuing subject matter responsibility and is comprised solely of less than a quorum of members of the Board. When a committee is established, the Board shall:

- a. State the scope of the work
- b. Define the mission
- c. Identify membership representation
- d. Appoint voting members
- e. Discontinue the Committee when the majority of the Board finds there is no longer a need for its existence

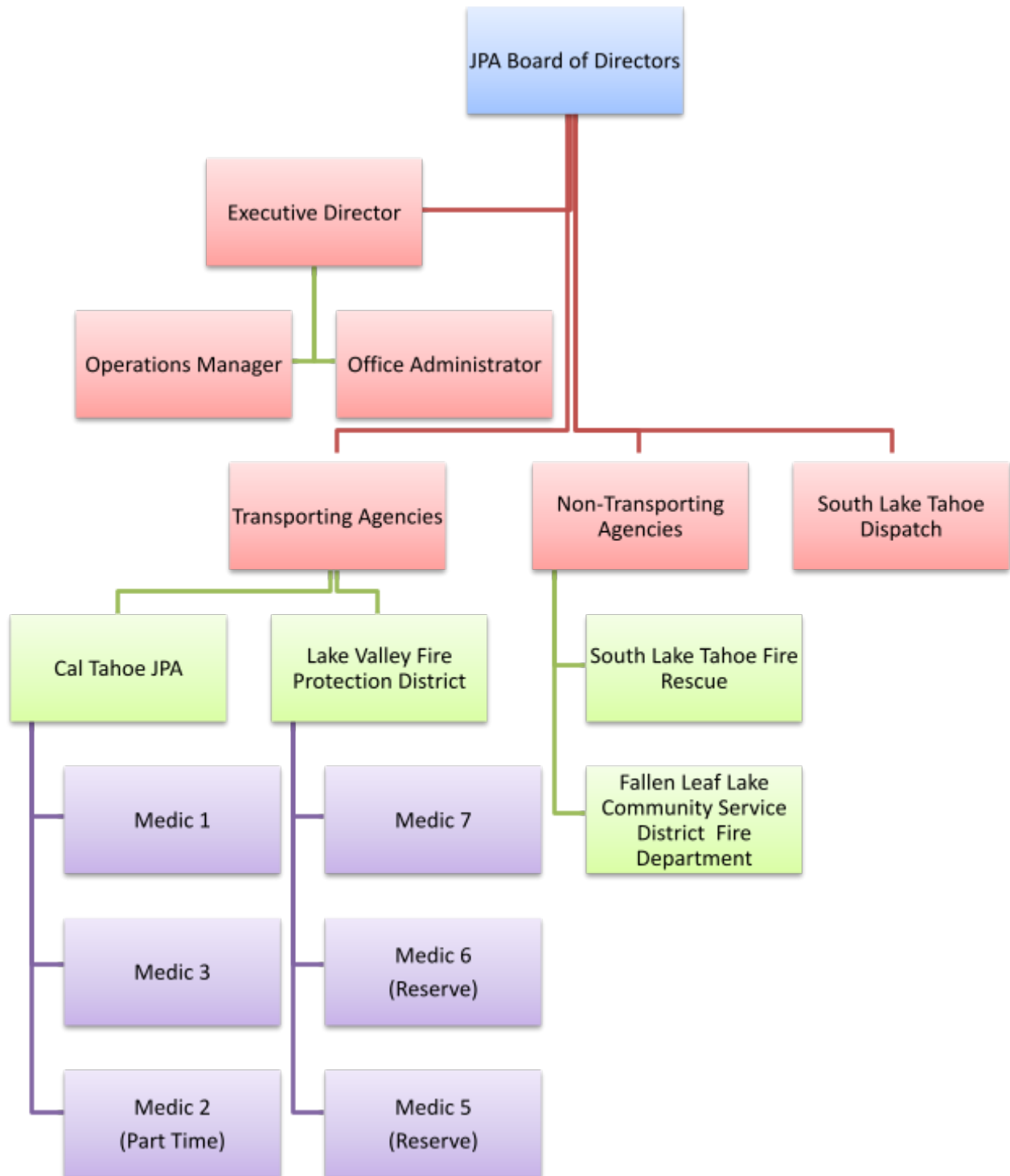
The Board Chair after receiving a recommendation from the committee membership shall appoint the Committee Chair and Vice Chair. These appointments shall be made at the Board's last meeting of the year for assumption of the position at the beginning of each calendar year. The Chair and Vice Chair will serve in this capacity for one (1) year. The term of service may be shortened if the Committee is discontinued by the Board, and/or the Board Chair elects to appoint a new Chair and Vice Chair.

Committees shall:

- a. Conduct the meetings in compliance with the Brown Act
- b. Report on activities at the JPA Board meetings
- c. Work Towards achieving the committees mission
- d. Identify quorum requirements
- e. Act only when there is a quorum of committee members

POLICY TITLE: JPA Organizational Chart

POLICY NUMBER: 1030



POLICY TITLE: Policy Development Implementation

POLICY NUMBER: 1040

I. POLICY

JPA policies shall be developed, approved, and implemented in accordance with the Brown Act and applicable JPA bylaws, policies, and procedures.

II. PURPOSE

This section outlines the process by which policies are developed and implemented and provides for regular review and revision of previously developed policies.

III. PROCEDURE

A. Policy Development/Approval

1. Properly agendized Board meeting in accordance with the Brown Act. Consideration by the Board to adopt a new policy or to amend an existing policy may be initiated by any Board Member, and the Executive Director. The proposed adoption or amendment is initiated by submitting the proposed adoption or amendment to each Board Member and the Executive Director, and requesting the item be included for consideration on the agenda of the appropriate regular meeting of the Board of Directors.
 - a. Adoption of a new policy or amendment of an existing policy shall be accomplished at a regular meeting of the Board of Directors and shall require a majority vote of a quorum of the Board of Directors.

B. Policy Implementation

1. The effective implementation date for policies approved by the JPA Board of Directors shall be the first day of the following month unless otherwise specified by the Board.
2. JPA member agencies and districts shall be responsible to ensure that approved policies are implemented within their jurisdictions.

C. Policy Distribution

1. The Executive Director shall ensure that all Member Agencies are promptly notified when policies are approved for implementation.
2. The Executive Director shall provide policy manual changes/updates periodically to ensure that all appropriate agencies/individuals have access to current policies.

D. Policy Review/Revision

1. All approved policies shall be reviewed by the Executive Director at a minimum of every two (2) years from the date of implementation to ensure that policies reflect current procedure/practice.
2. Policies revisions shall be developed following the policy development procedure described above.

POLICY TITLE: **Records Management Policy**

POLICY NUMBER: **1050**

I. POLICY

Access to District records are promulgated and adopted in accordance with the provisions of the California Public Records Act, Government Code Section 6250 et seq.

II. PURPOSE

The purpose of this policy is to set forth the JPA's policy regarding the maintenance, inspection, and copying of its records.

III. PROCEDURE

A. The Executive Director shall maintain all records and documentation as required by El Dorado County Emergency Medical Services Agency ("EMSA") and applicable public agency law, including, but not limited to, the following:

1. JPA Board meeting minutes
2. Annual budget and expenditure reports
3. Payroll records of personnel funded by the JPA
4. Annual audits

B. Public records of the JPA may be inspected at the JPA's office located at 2951 Lake Tahoe Blvd, South Lake Tahoe, California, during normal work days and office hours. JPA personnel shall ensure the proper care and maintenance of these records during inspection and public records shall not be transported from the office except by JPA personnel as required.

C. Copies of public records of the JPA shall be made available for inspection and/or copying in accordance with the provisions of the Public Records Act of California, Government Code Section 6250 et seq. Requests for inspection and copying of public records shall be made in writing.

D. Copying of Records

1. Individuals requesting copies of public documents shall be charged a reasonable fee based upon the cost to produce the copy (\$.25 per sheet) to defray expenses associated with the copying process. This rate is subject to change by action of the Board, when copying costs increase. The JPA's capacity to copy Public Records is limited, and, therefore, if the copying task is substantial or exceeds the capacity of the JPA's copier or there are not sufficient personnel available, the JPA shall notify the requestor that such copying shall take place at a commercial copy service, and copies will be made available at the copy service billed rate.
2. Copies of agendas and other writings (except for privileged documents) distributed to a majority of the Board at open Board meetings shall be made available to the public. A limited quantity of such documents (based on normal audience attendance) shall be copied in advance of each meeting and made available to the public in attendance at no charge. Individuals requesting copies of such documents prior to the Board meeting will be charged \$.25 per sheet. The copy charge may be levied at Board meetings for copies of documents if more are needed and/or requested in addition to those normally prepared for the public at Board meetings.

EQUIPMENT/SUPPLIES/VEHICLES POLICIES

POLICY TITLE: Equipment Failure

POLICY NUMBER: 2010

I. POLICY

The JPA and its member agencies and employees shall promptly identify and track any equipment and/or vehicle failures.

II. PURPOSE

The purpose of the policy is to ensure that failure of equipment and/or vehicles is reported promptly and that a tracking process exists to assist in identifying trends/problems.

III. PROCEDURE

- A. Written documentation of all equipment and/or vehicle failure shall be completed by the JPA or appropriate member agency within 24 hours using the Unit/Equipment Failure Report.
- B. If the equipment failure affected patient care or resulted in a delay in patient care, the appropriate EMS Agency incident reporting shall be completed in addition to the JPA's Unit/Equipment Failure Report.
- C. Broken or non-functioning equipment shall be clearly marked and removed from service. Arrangements for immediate repair of broken or non-functioning equipment shall be made as soon as possible under the appropriate maintenance contract and/or warranty if applicable.
- D. Information regarding the equipment failure shall be shared as soon as possible with the other JPA member agency.

Inventory Control:

1. JPA equipment and supplies shall be monitored by the logistics officer
2. The logistics officer for each member agency shall maintain narcotic log records and accountability.
3. The logistics officer for each agency shall maintain a secure location for all JPA supplies

Medical Equipment Supply/Resupply

1. The logistics officer shall be responsible for purchasing supplies with an approved vendor.
2. The logistics officer shall be responsible for maintaining a record of purchases and remaining within the budget.
3. The medic units will resupply in accordance with county and department inventory requirements.

Medic Unit Inventory

1. The minimum inventory is established by EL Dorado County EMSA. The JPA shall maintain inventory at or above this established minimum.

Medic Unit Vehicle Maintenance

1. Vehicle maintenance will be maintained per the CSA 3 service area contract, Section VI, Articles I-VI.

Capital Asset Policy:

The California Tahoe Emergency Services Operations Authority (JPA) and its member agencies shall maintain a current and accurate accounting of all fixed assets and sensitive property items we have in inventory. Furthermore, equipment that has become obsolete, and or beyond repair will be disposed of in accordance with this policy.

I. Purpose:

The purpose of the policy is to provide direction on how property owned by the JPA will be identified and tracked for accuracy and disposition.

II. Definitions:

- a. Fixed asset: means any item of equipment having an estimated useful life of three years or more, and a purchase price of \$5,000 and capable of being permanently identified as an individual unit of property and belonging to one of the general classes of property considered a fixed asset in accordance with generally accepted accounting practice.

- b. Essential: a piece of equipment, and or property item that is less than \$1,500 in value but is essential for current and future operational effectiveness. An example of an essential piece of equipment would be gurneys, computers, and items with a value greater than \$500.00 dollars.

III. Procedure:

- a. The JPA and each member agency shall maintain a current and accurate inventory of all property assigned to them by the JPA. The inventory of assigned property will be documented on a Google spread sheet that will be provided by the JPA Executive Director. The Google spread sheet will include the following information:
 - Item description;
 - JPA, and or County inventory tag number;
 - Brand – model;
 - Serial or VIN number;
 - Agency assigned to;
 - Location; and
 - Condition
- b. On November 1st of each year, the JPA Executive Director will call for each member agency to conduct an inventory of the JPA property they have been issued. Member agencies will have until the end of November to conduct their inventory and produce a report for the JPA that includes information on the status of that property. The inventory will include the following process:
 - A visible inspection of each equipment – property item;
 - Confirmation of corresponding JPA tag number and serial number; Where the item is located; and
 - Condition of the item.
- c. A member agency that cannot account for a piece of equipment – property item(s) will be required to describe in writing to the JPA board of directors why the item cannot be accounted for, and the actions taken to prevent a reoccurrence.
- d. JPA property that is damaged, and or no longer functional will be reported to the JPA office without delay. Damaged property will require documentation as to how it was damaged.
- e. Fixed asset and essential equipment that becomes obsolete, and or beyond repair will be returned to the JPA office. The Executive Director will make recommendations to the Board of Directors on the disposition of equipment items.

The Board of Directors shall determine the final disposition of all fixed assets

FINANCIAL POLICIES

POLICY TITLE: Budget Development and Approval

POLICY NUMBER: 3010

I. POLICY

Budget development and approval process shall be conducted in compliance with the Brown Act and include input from all JPA member agencies, County Health Services, and the public. Preliminary and final budgets will be completed within set time lines to meet the budgeting requirements that are outlined in the JPA's Master Contract with El Dorado County.

II. PURPOSE

The purpose of this policy is to describe the process and timelines by which JPA budgets are developed and approved in order to ensure that adequate resources are provided for pre-hospital advanced life support care and related JPA business.

III. PROCEDURE

- A. The Member Agencies shall provide the Executive Director with a summary of expenses for the current fiscal year.
- B. The Executive Director shall prepare a preliminary budget indicating anticipated expenses in each class and sub-object line item that is included in the operating budget.
- C. Dispatch shall provide an estimate of the anticipated costs for the next fiscal year.
- D. The Executive Director shall prepare a recommended overall annual operating and capital budget for the JPA based on projected needs of the member agencies and our dispatch contract.
- E. All preliminary and final budget recommendations shall be reviewed by the member agencies' fire chiefs prior to submission to the JPA Board.
- F. Once the preliminary budget and budget recommendations are approved by the JPA Board, the Executive Director shall submit the budget request as required in the Master Contract.
- G. The Executive Director shall ensure that all phases of the annual budget process are completed by the timelines listed as follows:

July 15 th of every year:	Preliminary budget
November 1st of every year:	Approved budget
January 30 th	Mid-year budget review

POLICY TITLE: Budget Preparation and Management

POLICY NUMBER: 3020

I. POLICY

On a monthly basis, the JPA receives funds for the purpose of the provision of ambulance service. Personnel funds are appropriated to each member agency and include the maximum amount of money that Provider Agencies are authorized to spend for personnel on behalf of the JPA. If the member agency exceeds its authorized appropriations level they either must fund the overage from their fire district/city budget or request authorization, prior to exceeding their cap, from the JPA Board for extraordinary circumstances. The JPA may exceed its appropriations within a line item, but may not exceed its appropriations for each Class without prior approval of the Board.

II. PURPOSE

The purpose of this policy is to establish the procedures for each of the Provider Agencies to prepare their budgets and bill the JPA for no fixed expenses.

III. PROCEDURE

A. Budget Process

The budget process shall begin in March of each year. A preliminary budget will be finalized by the July JPA Board meeting. The JPA's final approved budget will be submitted to the El Dorado County Health Department on or before November 1st.

In preparing budgets, the terms and conditions of any Employer – Employee Memorandum of Understandings in effect for the fiscal period will be used for the purposes of estimating personnel related costs.

B. Billing Procedures

Member Agencies are allocated Salaries and Benefits funds to provide staffing for JPA ambulances. Each agency shall submit an invoice for personnel costs as determined by the approved budget. These invoices should be submitted monthly.

The following policy shall be followed when billing or charging expenditures to the JPA for these services:

C. Oversight by JPA Staff

There will be formal reviews of expenses by the Executive Director at least twice during the fiscal year to revise budget appropriations when necessary.

1. The JPA staff shall review all submitted payroll reports to insure:
 - a. Compliance with JPA policies and contractual agreements with the County of El Dorado and contracting fire agency.
2. When errors are found, JPA staff and any Member Agencies shall without delay make mutual notifications, correct the error and implement procedures so a reoccurrence can be prevented.
3. JPA Staff and any Member Agencies shall aid the County of El Dorado with its annual audit of the JPA, and provide all legally allowed and applicable financial data requested.

E. Financial Transaction Reporting and Accountability

1. JPA Revenue
 - a. All accounts receivable are currently administered by El Dorado County, including but not limited to patient billing and receipt of CSA 3 county assessment tax.
 - b. The El Dorado County shall provide all funds available to the JPA monthly as agreed upon in the Master Agreement.
2. Audits
 - a. To be performed annually by El Dorado County appointed accountant.
3. Expenditures

The JPA submits invoices to the JPA accountant (Dave Olivo) and payments are dispersed from there.

POLICY TITLE: Purchasing

POLICY NUMBER: 3030

I. POLICY

All purchasing on behalf of the JPA must fully comply with the procedures set forth in this policy.

II. PURPOSE

To provide for a uniform and systematic method of purchasing the goods and services required by the JPA, to define the responsibilities and authority of the Purchasing Director, and to advise regarding purchasing requirements and limitations imposed by state law.

III. PROCEDURE

A. PROCUREMENT - GENERAL

1. Definitions

“Blanket purchase order” means the contract form used to authorize purchases of goods or services required on an as-needed basis over an extended period.

“Competitive process” means a procurement process whereby the JPA solicits bids or proposals from multiple vendors for the provision of products or services.

“Confirming purchase order” means a purchase order issued as confirmation of an order previously placed with a vendor.

“Cumulative Purchases” means the total of all purchases of a single commodity or group of like commodities by the JPA within a fiscal year.

“Emergency purchase” means a purchase which is immediately necessary for the preservation of life or property or for the continued operation of the JPA where undue delay would cause substantial loss to the JPA.

“Fixed asset” means any item of equipment belonging to one of the general classes of property considered a fixed asset in accordance with generally accepted accounting principles.

“Formal bid” means the competitive process in which the request for bid for a particular commodity or service is circulated and posted publicly, and received sealed and in writing by a stated deadline.

“Informal bid” means the process in which the request for bid for a particular commodity or service is solicited from a minimum of three vendors and is received by a stated deadline in writing, by fax, or by email.

“Purchase order” means the contract form used for a one-time purchase of goods or certain designated services.

“Request for proposal” means the competitive selection process in which vendors are requested to submit proposals when factors in addition to price may be considered, such as varying product specifications or methodology of service.

“Services” means work or services, inclusive of the services, advice, education and training enumerated in Government Code section 31000, and exclusive of public works as defined in the Public Contract Code. For the purposes of this chapter, services shall not mean monthly usage agreements for refuse, wireless and other telephone services, or utility usage agreements.

“Supplies, materials, goods, furnishings, equipment and other personal property” means any and all items furnished to or used by the JPA, but excluding services, and excluding services or materials furnished “in kind” in lieu of cash expenditure.

“Surplus property” means any item of personal property that is no longer needed by the office, department or institution in possession thereof.

“Vendor Request for Quote” means the process whereby a verbal or written quote for a purchase transaction is solicited from at least three vendors.

2. Objectives for Procurement

It is the intent of the JPA to reduce the total costs associated with the acquisition and management of materials, supplies, equipment, and services by purchasing carefully and wisely, in order to:

- (a) Provide increased economy in JPA procurement activities and to maximize to the fullest extent practicable the purchasing value of public funds.
- (b) Seek values that offer the best combination of price, quality and service.
- (c) Enact a procurement system of quality and integrity.
- (d) Ensure the fair and equitable treatment of all persons who deal with the procurement system of the JPA.
- (e) Buy the right material of the right quality in proper quantity at the right time from the proper source.
- (f) Reduce the overhead cost of buying, reduce the volume and streamline the flow of paperwork.

3. Code of Ethics for Procurement

The JPA shall uphold and adhere to all applicable federal, state, and local laws, ordinances and regulations, and to the highest ideals of honesty and integrity in the procurement process. The JPA is a public trust, and each purchase shall be treated in a manner that will not in any way be adverse to the interest of the JPA. Employees shall discourage any inappropriate contact or attempt by others to influence a decision.

Each purchase shall be impartial, fair and without benefit or hint of benefit to the JPA representative making the purchase. All vendors shall be dealt with in a fair, courteous and honest manner.

No JPA employee participating in a procurement process shall:

- (a) Accept or demand any fee, compensation, gift, gratuity or payment of expenses which results in private gain in return for preferential treatment.

(b) Grant any special consideration, treatment, or advantage to any person beyond that which is available to every other person in similar circumstance.

4. Budgetary Control / Purchases over Budget

Except as otherwise provided by state law, no purchase of supplies, materials, goods, furnishings, equipment, other personal property or services shall be made by the JPA in excess of the JPA's appropriations for that class of expenditure in the JPA budget. The Executive Director shall have approval to authorize purchases up to \$500 for non-budgeted items without JPA Board of Directors approval.

5. Splitting Purchase Orders or Contracts

The JPA is committed to a program of purchasing competitively and wisely. Orders and contract may not be artificially divided to circumvent any provision of this policy.

6. Contract Term

The Executive Director shall determine the appropriate term for contracts for goods or services based on the anticipated needs of the JPA and on the characteristics of the market. Board approval shall be required for any contract term exceeding one year, inclusive of any amendments that may exceed \$5000.00.

Authorization from the Board is required initially, and on an annual basis, to utilize any contract that does not have a stated contract term.

7. Business License Requirement

The Executive Director, or designee, must confirm the contractor's compliance with County business license requirements as specified in County Ordinance Chapter 5.04 General Provisions of Title 5 Business Taxes, Licenses, and Regulations, prior to executing any contract for services or any purchase order.

B. PURCHASE of SUPPLIES, EQUIPMENT and other PERSONAL PROPERTY

The Executive Director is responsible for the procurement of supplies, materials, goods, furnishings, equipment and other personal property for the JPA and its offices unless otherwise excluded by ordinance or these policies.

1. Authority and Process

Amount	Process	Authority	Document
Over \$3000.00	Approval by Exec. Director	Logistics Officers	Purchase Order/Contract
Over \$3000.00	Approval by Exec. Director	Ambulance Maintenance Officers	Purchase Order/Contract

\$0-\$10,000	None	Exec. Director	Purchase Order/Contract
\$10,000.01-\$50,000	Vendor Request for Quote	Board	Purchase Order/Contract
Over \$50,000	Informal Bid	Board	Purchase Order/Contract

2. Delegation of Authority

The Executive Director may delegate authority to make purchases within the limits set forth herein. All purchases made under delegated authority shall comply with the Purchasing Policy. The Executive Director may also rescind such authority. The Executive Director shall retain documentation of any authority delegated or rescinded under this section.

3. Authority for Blanket Purchase Orders

The Executive Director may issue a blanket purchase order to authorize purchases of goods required on an as-needed basis over an extended period. Individual purchase orders must be issued to confirm and document purchases made under the authority provided by a blanket purchase order.

4. Specifications

The Executive Director is responsible for ensuring that specifications are non-restrictive (i.e., allow competition), clearly describe the item to be purchased in terms of function and performance, and reference existing industrial or governmental specifications, if available. Drawings or samples should clearly describe the required item.

5. Emergency Purchases

Emergency purchases may be made by the Executive Director. Emergency purchases that exceed the Executive Director's authority shall be reported to the Board of Directors by the Executive Director as soon as possible, and no later than ten (10) days from the date the Executive Director makes such a purchase.

6. Competitive Process

(a) Purchases Not Exceeding \$10,000

No competitive process is required for purchases of supplies, goods, materials, furnishings, equipment and other personal property not exceeding \$10,000. A purchase order is required for the purpose of placing the order with the vendor and should accurately reflect all terms and conditions of the purchase. A copy of the purchase order shall be retained on file in the JPA office.

(b) Purchases Greater Than \$10,000 and Not Exceeding \$50,000

A Vendor Request for Quote from three vendors is required for purchases of supplies, goods, materials, furnishings, equipment and other personal property greater than \$10,000 and not exceeding \$50,000. Purchases shall be made from the responsible vendor offering the best value to the JPA as determined by the Board of Directors. A purchase order is required for the purpose of placing the order with the vendor and should accurately reflect all terms and conditions of the purchase. A copy of the purchase order shall be retained on file in the JPA office.

(c) Purchases Greater Than \$50,000

Informal bids are required for purchases of supplies, materials, goods, furnishings, equipment and other personal property greater than \$50,000. The bid is solicited from a minimum of three vendors for a particular commodity and the bid is received by a stated deadline in writing, by fax, or by email. Verbal quotes are not acceptable. Nothing herein shall preclude the Executive Director from soliciting formal bids if deemed in the best interest of the JPA to do so.

(1) Call for Bids

The Executive Director shall solicit bids from prospective vendors either verbally, by email, by fax or US mail, providing uniform specifications for the articles to be purchased and stating the deadline for receipt of bids, and shall document the solicitations.

The Executive Director shall document all bids on quotation forms used for that purpose. Any bids received after the deadline shall be documented as late bids and shall not be considered.

(2) Evaluating Bids

The Board of Directors shall review and evaluate the bids to determine the responsible bidder offering the best value to the JPA, considering the quality of the items offered and their conformity to the specifications, delivery and discount terms, freight charges, any applicable JPA preferences, any conditions attached to the bid, and any other information the Board considers pertinent.

(3) Awarding or Rejecting Bids

The Board may:

- (a) Award the bid to the responsible bidder offering the best value to the JPA;
- (b) Waive minor bid irregularities and accept a bid;
- (c) Reject any bid in the event of omissions, irregularities, or errors;
- (d) Reject any bid if the Board determines that the bidder is not responsible;

(e) Reject all bids and determine whether or not to repeat the bid process.

C. DISPOSAL OF SUPPLIES, GOODS, MATERIALS, FURNISHINGS AND OTHER PERSONAL PROPERTY

1. Surplus Property of Value

The Board will determine and certify if surplus equipment, materials and supplies are obsolete and no longer needed or of use to the JPA. The Executive Director shall sell, transfer, donate, or exchange the surplus property as directed by the Board of Directors.

2. Surplus Property of No Value

Items of surplus property inspected by appropriate qualified staff and found to be beyond economical repair or of little or no value shall, at the discretion of the Executive Director, be disposed of in any manner the Executive Director deems appropriate.

D. CONTRACTS for SPECIAL SERVICES

Public Contract Code §§ 20810 et seq. authorizes the JPA to contract for special services with persons specially trained, experienced, expert, and competent to perform special services in the fields of accounting, administration, ambulance, architecture, custodial, economics, engineering, finance, insurance, labor relations, law, maintenance, mechanics, medicine, planning, science, technology, and other services which are incidental to the operation of the JPA. Such special services do not include contracts for public work.

The JPA is authorized to use either of two alternatives. Under § 20812(b), the JPA may follow the contracting procedures used by El Dorado County, which are set forth below as section 1. Alternatively, the JPA may use the procedures under § 20810(c), which are set forth below as section 2.

1. Alternative #1, contracting procedures followed by the government of El Dorado County; Public Contract Code § 20812(b):

(a) Authority

The Board and the Executive Director have authority to engage independent contractors to perform services for the JPA and its offices and enter into facility rental agreements for meeting rooms, storage space, and parking spaces for the JPA and its offices.

The Executive Director may enter into contracts without prior Board approval for services approved under the annual budget, provided the total contract amount does not exceed \$5,000, and may enter into contracts for services that do not exceed \$50,000 or the amount allowed by Government Code 25502.3, whichever is greater, with prior Board approval. Contracts in excess of the Executive Director's authority shall be executed and amended by the Board.

(b) Authority for Blanket Purchase Order Releases

A blanket purchase order may be used to authorize purchases of services required on an as-needed basis over an extended period. Individual purchase orders must be issued to confirm and document purchases made under the authority provided by a blanket purchase order.

(c) Emergency Purchase of Services

Emergency purchases of services may be made by the Executive Director, or when the Executive Director is not immediately available, by his or her designee. Emergency purchases that exceed the Executive Director's authority shall be reported to the Board by the Executive Director as soon as possible and no later than ten (10) days from the date of the purchase.

(d) Written Contract Required

All services provided to the JPA shall be pursuant to a written contract meeting all legal requirements of the JPA. Written contracts for services, including purchase orders and blanket purchase orders, must be signed by the Executive Director or the Board President, as applicable, and the contractor.

(e) Competitive Process Not Required

The Board and the Executive Director may contract for services without advertising for bids or seeking proposals.

State and federal selection criteria often apply to agreements using state or federal funds. Where state or federal funding is involved, state and federal regulations must be consulted for competitive bidding requirements and for specific contract provisions that may be required.

The contractor selection method used may depend on such factors as the nature of the services, when the services are needed, estimated cost of the services, whether it is an emergency situation, or the availability of an already existing contracting source.

The contractor selection may be made by a formal process (Request for Proposals, Invitation for Bids, Request for Qualifications), by an informal process (advertising, telephone bids, quotes, interviews) or by considering only one provider.

Competitive processes are initiated by the Executive Director when deemed in the best interest of the JPA to do so.

(f) Request for Bid

A request for bid may be used for the procurement of services when the service is clearly defined by technical specification, description, or mechanical skill, such as janitorial services. The guideline is “Here is exactly what we want, how much will you charge us?” The process may be formal or informal and award is made to the lowest responsive responsible bidder. The processes for calling for and opening formal and informal bids are defined and outlined above.

(g) Evaluating Bids for Services

The Executive Director shall review and evaluate the bids for the purpose of determining the lowest responsive responsible bidder, considering the conformity of services offered to the specifications, discount terms, any conditions attached to the bid, and any other information considered pertinent to the decision-making process.

(h) Awarding or Rejecting Bids for Services

After evaluating the bids, the Executive Director (for bids not exceeding \$50,000 or the amount allowed by Government Code 25502.3, whichever is greater), or the Board (for bids exceeding \$50,000 or the amount allowed by Government Code 25502.3) may:

- (1) Award the bid to the lowest responsive responsible bidder;
- (2) Waive minor bid irregularities and accept any bid;
- (3) Reject any bid in the event of omissions, irregularities, or errors;
- (4) Reject all bids and determine whether to repeat the bid process until a lowest responsive responsible bidder can be determined.

For formal bids, the Executive Director shall notify the bidders of the bid results in the manner indicated on the bid solicitation and shall post the bid results for public viewing. The notice shall include the apparent low qualified bidder, a description of the services to be provided, other pertinent bid information, and the date on which the award will be made.

(i) Executing Contract

After awarding the bid, the Executive Director may thereafter execute a contract with the successful bidder that meets all JPA contracting requirements.

(j) Request for Proposal

A Request for Proposal (RFP) may be used for the procurement of systems and professional services when the award may be based upon criteria other than price alone.

(k) Initial Meeting

The Executive Director shall conduct an initial planning session to:

- identify what the consultant is to accomplish
- identify specific questions to be answered
- designate a proposal evaluation team
- develop evaluation criteria
- develop a list of prospective consultants

(l) Draft RFP

The Executive Director will produce a draft RFP for the Board's review and approval.

(m) Release of RFP

The Executive Director shall solicit sealed proposals from a list of prospective vendors identified in the planning process, and any other interested vendors, and publish a notice of request for proposals in a newspaper of general circulation in the County. The notice shall include a general description of the project or services requested, shall state the deadline for receipt of proposals, and shall state the time and place for the opening of proposals.

(n) Evaluating Proposals

Proposals must be received by the advertised deadline. Late proposals will be returned unopened to the respondent.

Proposals received by the advertised deadline will be initially reviewed by staff to make sure the minimum, mandatory and administrative requirements of the RFP are met. Those proposals not meeting the minimum, mandatory and administrative requirements are rejected by formal letter from the Executive Director and are not further reviewed in the evaluation process.

Those proposals remaining after the initial review are then presented by the Executive Director to the evaluation team for in-depth evaluation as set forth in the request for proposal.

(o) Awarding Proposal

Upon completion of the evaluation of the proposals by the evaluation team, the Executive Director shall notify the proposers of the evaluation results in the manner indicated on the request for proposal and post the results for public viewing. The notice shall include the date on which the award will be made by the Executive Director or the Board of Directors, as appropriate.

The awarding authority may:

- a. Award the proposal in accordance with the evaluation team's recommendation;
- b. Waive minor proposal irregularities and accept any proposal;
- c. Reject all proposals and determine whether to repeat the process.

(p) Executing Contract

After awarding the bid, the Executive Director may thereafter execute a contract with the successful bidder that meets all JPA contracting requirements.

(q) Request for Qualifications

A Request for Qualification (RFQ) may be used to identify potential contractors when the JPA requires services where the Request for Bid or Request for Proposal process is either not appropriate or not practical.

The Executive Director shall conduct an initial planning session to:

- identify the nature of the services to be provided;
- identify the desired qualifications;
- designate an evaluation team;
- develop evaluation criteria;
- develop a list of prospective consultants.

The Executive Director shall solicit written statements of qualifications from prospective vendors identified in the planning session or any other interested vendors, and cause a notice of request for statements of qualifications to be published in a newspaper of general circulation in the County. The notice shall include a general description of the desired qualifications and services requested, and shall state the deadline for receipt of the statements of qualifications.

The Executive Director shall provide statements of qualifications received by the advertised deadline to a designated evaluation team for review. Responses received after the deadline shall be returned unopened to the respondent with notice that the response was not received by the stated deadline. Under no condition will late responses be accepted.

The evaluation team shall conduct a review of the statements of qualifications received. The team may interview the most qualified prospective vendors. Criteria such as relevant experience, qualifications of personnel assigned, and availability should be used to evaluate the statements of qualifications.

Upon completion of the evaluation of the statements of qualifications, the evaluation team may recommend one or more vendors to the requesting department(s). Requesting department(s) shall work with the Executive Director to negotiate desired contract(s) with the most qualified vendor(s).

(r) Contracts over \$100,000

Except as provided herein, for any contract over \$100,000 the contractor selection process must include a review of the scope of services and the contractor's professional qualifications. This review shall be performed by a group of individuals uniquely qualified to judge the contractor's ability to perform the services. The group must include at least one representative from the Board or from outside the JPA.

When a contract amendment is contemplated for an original contract under \$100,000 that will cause the contract to exceed \$100,000, the Executive Director or designee shall review the selection process used for the original contract and when appropriate shall require a review of the scope of services and the contractor's professional qualifications by a qualified individual from the Board or from outside the JPA. Such review shall occur prior to the execution of the amendment and performance of any work by the contractor.

Any process used for the selection of a contractor(s) for contracts in excess of \$100,000 must have occurred within three years of the date of the proposed contract or contract amendment.

When appropriate, and with concurrence from the Board, the Executive Director may waive the requirements set forth in this section.

This section is not applicable to contracts for legal services.

(s) Bidders List

The Executive Director shall maintain a list of vendors by commodity and service category. This list shall be updated on an on-going basis and utilized to

notify vendors of invitations for bids and requests for proposals on various goods and services.

All vendors desiring to provide goods or services to the JPA shall complete and submit a bidder's list application as provided by the Executive Director.

In those categories in which there are no vendors on the bid list or a very limited number, the Executive Director shall be responsible for researching and creating a list of potential sources.

(t) Removal from Bidders List

Removal of a vendor from the bidders list may be for:

- o failure to respond to more than three consecutive formal invitations to bid;
- o failure to respond responsibly to more than three notices to bid;
- o failure to perform after an award of a bid; or
- o other reasons that show the bidder to be non-responsive or non-responsible.

The Executive Director must review and approve the removal of a vendor from the bidders list. The Executive Director shall notify the vendor in writing that said vendor has been removed from the bidders list.

Vendors removed from the bidders list shall have an opportunity to request reinstatement at any time, and may submit a bid notwithstanding if they have been removed from the list. The request for reinstatement must be submitted to the Executive Director on such forms as provided by the Executive Director.

(u) Reporting and Records Requirements

(1) Reporting Requirements

The Executive Director shall submit to the Board a report of procurement and contracting activity annually. The content of the report shall be as directed by the Board.

(2) Records Requirements

The Executive Director shall maintain all records developed pursuant to the provisions of the JPA purchasing policy.

2. **Alternative #2, contracting procedures under Public Contract Code § 20812(c):**

- (a) When the expenditure required for the service contract exceeds twenty-five thousand dollars (\$25,000), it shall be contracted for and let to the

lowest responsible bidder. If two or more bids are the same and the lowest, the Board may accept the one it chooses.

(b) The notice inviting bids shall set a date for the opening of bids. The first publication or posting of the notice shall be at least ten (10) days before the date of opening the bids. Notice shall be published at least twice, at least five days apart, in a newspaper of general circulation in the JPA Service Area, or if there is none, it shall be posted in at least three public places in the JPA Service Area. The notice shall distinctly state the services to be performed.

(c) The Board may reject any bids. If the Board rejects all bids, it may either re-advertise or adopt a resolution, by majority vote, declaring that the services can be performed more economically by the JPA's employees or obtained at a lower price in the open market. Upon adoption of the resolution, the Board may undertake the services contract without further complying with this section.

(d) If no bids are received, the Board may undertake the services contract without further complying with this section.

(e) In case of an emergency, the Board may, by majority vote, take action to repair or replace a facility, take any directly related and immediate action required by that emergency, and procure necessary equipment, services, and supplies for those purposes, without giving notice for bids.

The Board may, by majority vote, by resolution or ordinance, delegate to the Executive Director the authority to order any necessary action set forth in the paragraph above.

Before the Board takes action, it shall make a finding, based on substantial evidence set forth in the minutes of its meeting, that the emergency will not permit a delay resulting from a competitive solicitation for bids, and that the action is necessary to respond to the emergency.

E. RECORDS

The location of purchasing records developed pursuant to the provisions of this policy shall be in the office of the JPA. All such records including, but not restricted to, bid documents and purchase orders shall be open and available for perusal by all members of the public and government.

I. Investment Policy

It is the policy of the California Tahoe Emergency Services Operations Authority (JPA) to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the entity and conforming to all state and local statutes governing the investment of public funds.

II. SCOPE

This investment policy applies to all financial assets of the JPA which are available for investment by the JPA's Treasurer. These funds are accounted for in the JPA's Comprehensive Annual Financial Report and include:

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Project Funds
- Enterprise Funds
- Internal Service Funds
- Fiduciary Funds

III. PRUDENT PERSON RULE

Investments shall be made with judgment and care-under circumstances then prevailing which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

1. The standard of **prudence** to be used by investment officials shall be the "prudent person" and/or "prudent investor" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

IV. OBJECTIVE

1. Safety: Safety of principal is the foremost objective of the investment program. Investments of the JPA shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, the JPA will diversify its investments by investing funds among a variety of securities offering independent returns and financial institutions.

2. Liquidity: The JPA's investment portfolio will remain sufficiently liquid to enable the JPA to meet all operating requirements which might be reasonably anticipated.

3. Yield on Investments: The JPA's investment portfolio shall be designed with the objective of attaining a benchmark rate of return throughout budgetary and economic cycles, commensurate with the JPA's investment risk constraints and the cash flow characteristics of the portfolio.

V. DELEGATION OF AUTHORITY

Authority to manage the JPA's investment program is derived from California Government Code 53601. Management responsibility for the investment program is hereby delegated to the JPA Treasurer who shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials, and their procedures in the absence of the JPA Treasurer.

The Executive Director shall designate an official to manage investments and designate a second official to perform investment management during absences of the primary designee. The Executive Director shall insure that competent investment management is maintained and shall insure that, if both designated investment officials are replaced or are simultaneously absent, any temporary replacement(s) shall be closely supervised, and indoctrinated in the requirements of this Statement of Investment Policy, and given written investment procedures, regulating the authority to invest in maturities beyond six months by means of appropriate controls and restraining requirements. The Executive Director shall authorize preparation and filing of documents with all financial institutions with which the JPA conducts investment activities certifying the names of those persons authorized to effect trades on behalf of the JPA.

1. Investment Procedures: The JPA Treasurer shall establish written investment policy procedures for the operation of the investment program consistent with this policy. The procedures should include reference to: safekeeping, SIFMA master repurchase agreements, wire transfer agreements, banking service contracts and collateral/depository agreements. Such procedures shall include explicit delegation of authority of persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the JPA Treasurer.

VI. ETHICS AND CONFLICT OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which would impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Executive Director any material financial interests in financial institutions that conduct business within their jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the JPA. All the JPA's employees who are listed on the JPA's Conflict of Interest Policy are required by the Fair Political Practices Commission to complete and file a Form 700 annually. All persons, broker/dealers, financial institutions and advisors providing investment services or bond issuance shall disclose

to the Treasurer all fee sharing, fee-splitting, and commission arrangements with other entities or persons prior to the JPA agreeing to buy an investment or issue bonds.

VII. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

To promote the optimum yield on the investment of JPA funds, investment procedures shall be designed to encourage competitive bidding on transactions from approved financial institutions or broker/dealers.

1. On an annual basis, the Treasurer shall recommend a list of at least three broker/dealers who are authorized to provide investment services. The list shall be approved by the Board of Directors. All broker/dealers who wish to be considered for the list must meet the following minimum requirements;

1.1 Must certify that they have read and agree to comply with the investment policies of the JPA.

1.2 Must be a "primary" or regional dealer that qualifies under the Securities and Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule).

1.3 Must be experienced in institutional trading practices and familiar with the California Government Code as related to investments for local governmental agencies.

1.4 Must have been in business for at least three years.

1.5 Must provide current audited financial statements.

1.6 Must provide proof of National Association of Security Dealers certification.

2. All financial institutions in which the JPA's public funds are deposited will supply the Treasurer with the following;

2.1 Current audited financial statements.

2.2 Depository contracts.

2.3 Proof that the institution is State or Federally chartered.

VIII. AUTHORIZED AND SUITABLE INVESTMENTS

The JPA is empowered by statute to invest in the following types of securities: (see Section XII for a description of each investment type)

1. Certificates of Deposit (or Time Deposits) placed with commercial banks and or savings and loan institutions.

2. Bankers' Acceptances.

3. Securities of the U.S. Government or its agencies.
4. Commercial Paper.
5. Medium-Term Corporate Notes.
6. Local Agency Investment Fund (State Pool) Demand Deposits, (LAIF).
7. Negotiable Certificates of Deposit.
8. Passbook Savings Account Demand Deposits.
9. Government Security Mutual Funds.
10. Bonds, Notes or California State and Local Agencies.
11. Bond proceeds may be invested as authorized by California Government Code 53601(m), but may also be invested in authorized investments as outlined in bond covenants and agreements.
12. Notes, Bonds and other securities of all 50 United States.

Prohibited Investments: The following investments are either prohibited by law or authorized by law and prohibited by the JPA Treasurer. Under Provisions of California Code 53601.6 the JPA shall not invest any funds covered by this Investment Policy in inverse floaters, range notes, interest-only strips derived from mortgage pools or any investment that may result in a zero interest accrual if held to maturity. Also, the JPA shall not invest in Reverse Repurchased Agreements and Mortgage Pass Through Securities.

IX. INVESTMENT POOLS/MUTUAL FUNDS

A thorough investigation of the pool/funds is required prior to investing, and on a quarterly basis. There shall be a questionnaire developed which will answer the following general questions:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how it is distributed, and how gains and losses are treated.
- A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.
- A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.

- A schedule for receiving statements and portfolio listings.
- Are reserves, retained earnings, etc. utilized by the pool/fund?
- A fee schedule, and when and how is it assessed.
- Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?
- Investments other than LAIF not to exceed 5% of total JPA Portfolio.
- In the event the portfolio experiences a realized loss or investments fall out of compliance, the JPA Treasurer will notify the Board of Directors immediately.

X. COLLATERIZATION

Collateralization will be required on two types of investments: certificates of deposit and sweep checking accounts. In order to anticipate market changes and provide a level of security for all funds, the

collateralization level will be 110% of market value of principal and accrued interest. The JPA chooses to limit collateral to the following: certificates of deposit and sweep checking accounting held by an independent third party with whom the entity has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the entity and retained. The right of collateral substitution is granted. Collateral for other investments must be 110% of principal for government securities and 150% of principal for first mortgages.

XI. SAFEKEEPING AND CUSTODY

All security transactions entered into by the JPA shall be conducted on a delivery-versus payment (DVP) basis. Securities will be held by a third party custodian designated by the Treasurer and evidenced by safekeeping receipts.

XII. DIVERSIFICATION

The JPA will diversify its investments by security type and institution. With the exception of U.S. Treasury securities and authorized pools (LAIF), no more than 50% of the JPA's total investment portfolio will be invested in a single security type or with a single financial institution. The JPA Treasurer may invest in the following types of Investment Instruments:

1. Certificate of Deposit: Cash will be invested only in FDIC insured certificates of deposit. No more than 25% of the JPA portfolio can be invested. An institution must meet the following further criteria:
 - a. The institution must have been in existence for more than two calendar years.

b. The institution must maintain a net worth to asset ratio of at least 3% with a positive earnings record for at least the past two years.

c. The institution offices must be located within the United States of America. In no case, however, will an amount greater than the FDIC insured maximum be invested in an institution located outside of the State of California.

2. Bankers' Acceptances: The maximum investment with any one institution will not exceed \$1.0 million. The maximum maturity will be 180 days. The maximum proportion of JPA funds invested in Bankers' Acceptance shall not exceed 20% of the total JPA portfolio. Maximum 5% invested per issuer. (Note: California Government Code allows a maximum of 40%).

3. Securities of the U.S. Government or its Agencies: Maximum life is five years and maximum investment is 50% of total JPA Portfolio.

4. Commercial Paper: Commercial paper will be used solely as a short-term investment not to exceed 270 days. Commercial paper will be of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical-rating organization. Maximum 5% invested per issuer.

5. Medium-Term Corporate Notes: The JPA may invest in medium-term corporate notes with a maximum of five years maturity issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Maximum 5% invested per issuer. Notes eligible for investment shall be rated "A" or better by a nationally recognized rating service. The maximum proportion of JPA funds invested in Medium Term Corporate Notes shall not exceed 30% of the total JPA Portfolio.

6. Local Agency Investment Fund (State Pool): The investment with LAIF may not, by state regulation, exceed \$65 million. LAIF transactions, by LAIF guidelines, are not to exceed 15 per month.

7. Negotiable Certificates of Deposit: The maximum maturity is five years. The maximum investment is 30% of the total JPA Portfolio. Maximum 5% invested per issuer.

8. Passbook Savings Account Demand Deposits: This account shall be maintained solely for the following purposes:

a. Investment of amounts over \$100,000.00 received too late in the day to invest in other instruments; or,

b. Investment of amounts under \$100,000.00 for periods of up to ten working days in order to fine-tune cash flow and minimize LAIF transactions in a given month.

9. Government Security Mutual Funds: Instruments invested in shall meet the following:

- a. Have the highest ranking or rating as provided by not less than two of the three largest nationally recognized rating services; or,
- b. Have an investment advisor registered with the Securities and Exchange Commission with not less than five years experience investing in these types of funds, and
- c. Have assets under management in excess of five hundred million dollars
- d. Have no commissions paid
- e. The JPA shall invest no more than 15% of the portfolio in these instruments.
- f. The five-year maturity specified in paragraph 12 below will not apply to Government Security Mutual Funds investing primarily in adjustable rate securities guaranteed as to payment of principal and interest by the U.S. Government or its agencies.

10. Bonds, Notes or other evidences of indebtedness issue by the California State and Local Agencies: These instruments of indebtedness shall include bonds payable solely out of the revenues from revenue-producing property owned, controlled, or operated by California state or local agency, or by a department, board, agency, or authority of the local agency as authorized by California Government Code 53601 (e). Notes eligible for investment shall be rated in a category of "A" or its equivalent by two Nationally Recognized Rating Organizations.

11. Bond Proceeds: Section 53601 (m) allows greater flexibility with respect to the types of investments that may be made with bond proceeds. Specifically, the law permits money from bond proceeds, obligations under a lease, installment sales, or other agreements of a local agency to be invested in any security that meets the statutory provisions governing the issuance of the bond or other agreements made by the issuing agency. In doing so, this section of the code recognizes that outstanding contracts between issuers and bond holders may not comply with the investment statutes and gives local agencies greater discretion in how to invest bond proceeds.

12. U.S. Treasury Notes and Bonds of the 50 States: Registered Treasury notes or bonds of all 50 United States including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency or authority of the state as authorized by California Government Code 53601 (c) and (d). Maximum maturity is five years and maximum investment is 50% of total JPA Portfolio.

XIII. MAXIMUM MATURITIES

To the extent possible, the JPA will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow and authorized by the Board of Directors, the JPA will not directly invest in securities maturing more than five years from the date of purchase. CD maturities will normally not exceed five years. U.S. Government or Agency securities will not exceed five years. At least 50% of idle funds can be placed in investments which can be liquidated for at least face value in the event of an emergency. The JPA uses LAIF for its idle funds to insure this requirement is met.

XIV. INTERNAL CONTROL

El Dorado County shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

The JPA has established a system of internal controls, which are documented in writing. The controls are to be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and Board of Directors. Controls deemed most important include; control of collusion, separation of duties, separating transition authority from accounting and record keeping, custodial safekeeping, clear delegation of authority, specific limitations regarding securities losses and remedial action, written confirmation of telephone transactions, minimizing the number of authorized investment officials, documentation of transactions and strategies, and ethical standards.

XV. PERFORMANCE STANDARDS

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

1. Investment Strategy: The JPA's investment strategy is to buy and hold investments until maturity. However, the Treasurer may sell a security due to adverse changes in credit risk or due to unexpected cash flow needs.

2. Market Yield (Benchmark): The basis used by the Treasurer to determine whether market yields are being achieved shall be the rates of return from the following combination of indices: Local Agency Investment Fund (LAIF) and 3-month, 6-month, and 1-year Treasury Bills.

3. Review: The investment policy shall be reviewed at least annually by the Executive Director and approved by the Board of Directors to ensure its consistency with the overall objectives of safety (including diversification), liquidity and return, as well as its relevance to current law and financial/economic trends. The JPA's philosophy prohibits speculation; i.e., the purchase of

securities with the intent to profit from favorable changes in market prices or market conditions. Leveraging or borrowing money for the purpose of investing is specifically prohibited.

XVI. REPORTING

1. In accordance with California Government Code 53646 (B (1), The JPA Treasurer shall submit to each member of the Board of Directors a quarterly investment report, to be issued within 30 days of the end of the quarter. The report shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values and the current market values of each component of the portfolio, including funds managed for the JPA by third party contract managers. The report will also include the source of the portfolio valuation. As specified in California Government code 53646 (e), if all funds are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions.

XVII. INVESTMENT POLICY ADOPTION

The JPA's investment policy shall be adopted by resolution of the JPA's legislative authority. Per Government code, the policy shall be reviewed annually by the Board of Directors and any modifications made thereto must be approved by the Board of Directors.

XVIII. GUIDELINES

Guidelines are established to direct and control activities in such a manner that previously established goals are achieved.

1. Investment Transactions: Every investment transaction must be authorized, documented and reviewed by the local agency Treasurer.
2. Pooled Cash: Whenever practical, local agency cash should be consolidated into one bank account and invested on a pooled concept basis. Interest earnings may be allocated to fund cash and investment balances.
3. Competitive Bids: Purchase and sale of securities should be made on the basis of competitive offers and bids when practical.
4. Cash Forecast: The cash flow for the local agency should be analyzed with the receipt of revenues and maturity of investments scheduled so that adequate cash will be available to meet disbursement requirements.
5. Investment Limitations: Security purchases and holdings shall be maintained within statutory limits imposed by the Investment Policy and California Government code. Any investments not listed are not subject to % limitations.

Bankers' Acceptance

40% Code Section 53601 (f)

Commercial Paper	25% Code Section 53601 (g)
Medium-Term Corporate Notes	30% Code Section 53601 (G)
Negotiable Cert. Of Deposit	30% Code Section 53601 (h)

6. Liquidity: The marketability (salability) of a security should be considered at the time of purchase as the security may have to be sold at a later date to meet unanticipated cash demand.

7. Long-Term Maturities: As a general rule, long-term maturities should not represent a significant percentage of the total portfolio, as the principal risk involved can outweigh the potential for higher earnings.

8. Authorized Broker/Dealers: Execute investment transactions with previously approved broker/dealers who have certified compliance with the JPA's investment policy.

9. Diversification: The portfolio should consist of a mix of various types of securities, issuers and maturities.

10. Annual Review: The investment portfolio will be reviewed yearly by the Treasurer, Executive Director and Board of Directors.

11 . Evaluation of Certificates of Deposit: The following items will govern the valuation:

- a. Time Certificates of Deposit (TCD) are FDIC insured.
- b. Negotiable Certificates of Deposit (NCD) shall be evaluated in terms of the credit worthiness of the issuer, as these deposits are uninsured and uncollateralized notes.

POLICY TITLE: Reporting

POLICY NUMBER: 3040

I. POLICY

A. The Executive Director shall develop a report to summarize incurred expenses to date for each member agency and JPA administration as well as an overall summary. At a minimum, these reports shall be provided to the JPA Board on a semi-annual basis.

B. The Executive Director shall be responsible to analyze significant budget variances to determine causes. Significant variances from anticipated expenses shall be reported to the JPA Board of Directors.

C. Appropriate action(s) shall be taken by the Executive Director , and/or the JPA Board of Directors to monitor and control expenses. Every effort will be made to maintain expenditures to within budgeted amounts.

II. PURPOSE

The purpose of this policy is to provide a mechanism for monitoring actual expenses in relation to approved annual budgets on a regular periodic basis in order to remain cost effective and efficient.

III. PROCEDURE

POLICY TITLE: FINANCIAL TRANSACTION REPORTING AND ACCOUNTABILITY

POLICY NUMBER: 3050

I. POLICY

All financial transactions shall contain detailed information that is accurately documented and processed through a multi-tiered review and approval process that will result in clear and verifiable accountability for ambulance expenditures and reimbursements.

II. PURPOSE

To establish procedures that the JPA and its contracting fire agencies shall follow to insure ambulance expenditures and reimbursements are thoroughly examined, correctly documented and reviewed for accurate financial transactions to be achieved.

III. PROCEDURE

JPA Member Agencies shall maintain a financial transaction system that includes:

- A. Supervisor and management review and approvals of time cards.
- B. Accurate payroll tracking, coding, accounting and billing of employee wages, operating expenses and JPA reimbursement requests.
- C. Management oversight of expenditures and accounting procedures for internal auditing controls.

In July of each new fiscal year (FY), JPA Member Agencies shall report to the Executive Director:

- A. The salary and benefit package costs for a total straight-time hourly rate as well as a total overtime rate of pay for the named employees they will be seeking to have reimbursed for services rendered for the JPA.
- B. Anticipated raises, step increases and added benefit package costs that are to occur over the course of the FY shall also be included in the report.
- C. When seeking reimbursement for training courses, contracting fire agencies shall provide the Executive Director upon request, the name(s) of the paramedics/EMTs who received the training, the employee's over-time rate of pay, and copies of their course completion certificates.

OPERATIONAL POLICIES

POLICY TITLE: Emergency Vehicle Driver Operator

POLICY NUMBER: 4010

I. POLICY

The JPA shall operate its ambulances with paramedics/EMTs who are selected based on their maturity, appreciation of public safety, their ability to satisfactorily complete an emergency vehicle operations course and have a desire for continued professional development. It is the expectation that employees of Member Agencies that provide services to the JPA will be held to the same standards.

II. PURPOSE

To establish guidelines for the selection of ambulance drivers, the design of emergency vehicles, operations, training, curriculum, and ongoing professional development.

III. PROCEDURE

A comprehensive emergency vehicle operations program includes several key elements and those include driver selection criteria, health, experience, education and continued professional development. To achieve these key elements the following guidelines for JPA employees have been established.

- A. Driver selection criteria:
 - 1. Drivers must be over the age of 18.
 - 2. Have demonstrated experience and maturity through a driving record that is free of significant and repeated traffic violations.

3. Are in sound physical health.

B. Driver training and education:

1. JPA Employees must successfully complete a recognized emergency vehicle operations program which includes, but is not limited to, the following:
 - a. A minimum of four hours of classroom training concentrating on defensive driving, legal aspects of emergency vehicle operations, physical dynamics and review of departmental emergency vehicle response guidelines.
 - b. Four hours on an emergency vehicle operations course which may include, but is not limited to, a skid pan exercise, lane changing, parking, left and right emergency turns, backing and vehicle/object avoidance.

C. Professional development:

1. Annual review of driver training performance and DMV record check per each member agencies' policy.
2. Annual legal update of additions and changes to the California Vehicle Code and other applicable codes.
3. As deemed appropriate, taking corrective action of an employee found "at fault" for an on-duty traffic collision per the employee's agency policy.

POLICY TITLE: Medic Unit Radio Designation

POLICY NUMBER: 4020

I. POLICY

JPA member agencies shall utilize the following criteria to assign numbering designations for their medic units.

II. PURPOSE

The purpose of this policy is to describe the method utilized to determine the radio number designation of medic units within the JPA.

III. PROCEDURE

- A. Each medic unit shall be assigned a unique number radio designation. The number designation shall be utilized in all radio communications.

B. The number designation of each primary medic unit shall be determined by the unit's primary location.

C. The number designation of a reserve unit shall be determined by the unit's primary location.

D. The reserve unit number designation shall only be utilized when the reserve unit is activated in addition to the regular medic unit. When the reserve medic unit is utilized as the primary unit, the reserve unit shall be designated by the primary unit's designated number.

E. Medic units will be fitted with aluminum slide in plates on all four sides of the vehicle identifying their medic unit number.

F. When a medic unit is out of service, an "Out of Service" sign shall be displayed on all four sides of the vehicle. Criteria for an Out of Service designation include the following:

1. The medic unit is not in a mechanical response ready condition as outlined in JPA policy it shall be placed "OUT OF SERVICE"
2. The medic unit is currently not staffed with the minimum requirements of personnel as outlined in policy
3. The medic unit is being moved between stations, and/or to and from maintenance shops.

POLICY TITLE: Medic Unit Staffing Requirements

POLICY NUMBER: 4030

I. POLICY

All JPA medic units must maintain appropriate staffing levels at all times, per the procedures outlined in this policy.

II. PURPOSE

The purpose of this policy is to ensure that all medic units are staffed appropriately with personnel capable of responding to requests for medical assistance.

III. PROCEDURE

- A. A minimum of two (2) prehospital care personnel shall be assigned to an ambulance at all times.

B. A paramedic ambulance shall be capable of providing advanced life support (ALS) care and shall be staffed at all times with, at a minimum:

- One (1) state licensed and locally accredited paramedic at all times
- One (1) certified and locally accredited EMT-1

C. A basic life support (BLS) ambulance shall be staffed at all times with, at a minimum two (2) certified and locally accredited EMT-1s.

D. A critical care transport (CCT) ambulance shall be staffed at all times with, at a minimum, a registered nurse competent in emergency and/or critical care, a state licensed and locally accredited paramedic, and an approved driver.

E. Non-medical Ambulance Response

The JPA maintains three (3) Paramedic ambulances. Each ambulance is staffed with two people. One person is funded with JPA funds and one person is funded with Member Agency funds. Each unit is assigned to a Member Agency fire station, and functions as part of that crew for all calls per the Member Agency policies and procedures.

POLICY TITLE: Security

POLICY NUMBER: 4040

I. POLICY

JPA member agencies and their employees shall utilize the security measures that have been implemented to secure vehicles and equipment.

II. PURPOSE

To provide direction on the use of security measures that will enhance the ability to safeguard vehicles and equipment from theft and vandalism.

III. PROCEDURE

Effective security measures begin with each employee being aware of their surroundings, practicing good crime prevention techniques, and utilizing the security systems the JPA has implemented.

A. Situational Awareness

Because crimes of theft and vandalism can occur in any setting and under a multitude of circumstances, it is important to never let your guard down. While on duty:

1. Be aware of your surroundings and consider the history of criminal activity in the area.
2. Be on alert for indicators that a threat exists.
3. React to eliminate those threats by reporting suspicious people to law enforcement, utilizing the medic units locking systems and when possible park in illuminated area.

B. Crime Prevention Techniques

Criminals are often drawn to those favorable opportunities and situations where they can commit a crime and avoid detection and capture. Some proven strategies for deterring crime include:

1. Do not leave vehicle doors unlocked and open with expensive equipment visible.
2. Avoid leaving vehicles and equipment unattended.
3. Call for assistance (Fire-Police-Sheriff) when needed to stand guard.
4. Safeguard vehicle ignition keys and cabinet key

POLICY TITLE: System Status Management Plan

POLICY NUMBER: 4050

I. POLICY

The JPA will continually make improvements to our System Status Management Plan for enhanced delivery of high quality, advanced life support services.

II. PURPOSE

The EMS System Status Management Plan was created to facilitate communication and coordination between varying agencies and disciplines, identify roles and responsibilities of each contributing agency, and provide guidance on medic unit operations that will achieve superior performance through timely and effective deployments.

III. PROCEDURE

Advanced Life Support (ALS): A ground ambulance staffed by at least one paramedic (Medic) and equipped to provide advanced life support consistent with county, state, and federal laws, ordinances, regulations, policies and procedures.

At Scene: For the purposes of this policy and procedure, “At Scene” denotes the medic unit has arrived and the wheels of the vehicle have come to a stop. This description meets our contractual agreement with the County for response time requirements.

Basic Life Support: A ground based ambulance staffed with Emergency Medical Technicians (EMT-1) and equipped to provide basic life support in compliance with all local, state, and federal laws, ordinances, regulations, policies and procedures.

Emergency Medical Services Agency (EMSA): A county agency that oversees emergency medical services in the county.

Geographic Service Area (GSA): A specific area within the JPA Response Area where medic units are assigned to provide ambulance service.

Joint Power Authority (JPA) Response Area: Those areas within the County of El Dorado where direct responsibility for ambulance service is defined by contract with the County of El Dorado.

Move-up: A term used to denote the strategic movement of a medic unit to a specific location, and/or GSA for continued service and required response time capability.

Peak Demand: The required number of medic units needed for a given period of time to meet call demands 90% of the time. Peak demand is based on the time standard of one hour from the moment of dispatch, through service delivery to the point the time the medic unit is once again available for service in its geographic service area (GSA). Rural systems will have larger GSA's and with that more medic units are needed to meet Peak Demands.

System Status Management: The art and science of matching the production capacity of the EMS system to the ever changing patterns of demand placed on the system.

System Status Plan: An algorithm for the online management of system deployment and re-deployment of medic units.

Unit Demands: Peak demand on a particular medic unit working a GSA.

A. Resources:

1. JPA resources consist of approximately 37 licensed paramedics, Emergency Medical Dispatchers, and 6 medic units that are equipped with a variety of advanced medical equipment.

2. Serving our region, air ambulance helicopter service is provided by CALSTAR and CARE FLIGHT. The California Highway Patrol staffs one rescue helicopter with hoist capability.

B. Training and Apparatus Maintenance:

An effective and efficient system begins with highly trained and experienced personnel who are equipped with well-maintained and reliable vehicles and equipment. The JPA is dedicated to providing a robust training program that expands the knowledge, experience and skills of its employees. Vehicles and equipment shall be regularly inspected and maintained for optimal performance and reliability. Maintenance procedures are outlined in member agency policy.

C. Medic Unit Staffing Requirements:

By contractual agreement with the El Dorado County Public Health Department – Emergency Medical Services Agency, we must satisfy certain ALS ambulance response time requirements for defined areas of the county.

Exceptions to these time requirements are allowed for unavoidable situations such as disaster events, communication failure, adverse traffic conditions, and severe weather conditions, to name a few. The time requirements and exception waivers can be found in the Master Contract between the County of El Dorado and the JPA.

D. System Status Levels:

System status levels have been established to provide guidance on the management of JPA resources to maximize effectiveness for GSA coverage and response times. The Dispatch Center or the Duty Officer has the authority to deviate from this guidance depending on the circumstances. The JPA deploys three (3) medic units, 24/7/365 to cover CSA 3.

The system has the capacity to staff additional medic units for disaster events, long distance transfers, system draw down, and to stand-by at special events. The system is very fluid and medic unit status can run the spectrum of medic unit availability.

As the system is drawn down of available medic units, it is essential that strategic move-ups be considered to maintain coverage of those GSAs that, historically, have the highest probability of calls for service, and from which medic units can be deployed for a timely and efficient response. Calls for service and GSA data have been analyzed to determine the priority in which each GSA should be maintained with coverage. That analysis is depicted below.

The system status shall be defined as follows:

I. POSTING ASSIGNMENTS

A. Normal posting assignments of medic units

1. Medic 1 at SLT Fire Station #1
2. Medic 3 at SLT Fire Station #3
3. Medic 7 at LV Fire Station #7
4. Medic 2 (Reserve) at SLT Fire Station #2
5. Medic 6 (Reserve) at LV Fire Station #6
6. Medic 5 (Reserve) at LV Fire Station #7

II. FIRST-IN RESPONSE ZONES

A. Medic 1

- All of District 1
- The East portion of District 2 from Trout Creek to the West boundary of District 1
- District 6 from the boundary of District 1 up to and including Golden Bear

B. Medic 3

- All of District 3
- The West portion of District 2 from Trout Creek to the Eastern boundary of District 3
- All of District 73
- All of District 9 (Fallen Leaf)
- East along Lake Tahoe Blvd. up to and including Angora Highlands and Boulder Mountain
- South along Hwy 50 (Emerald Bay Road) up to and including Jewel Road

C. Medic 7

- All of District 7
- All of District 8
- Alpine County and Kirkwood
- District 5 North up to but not including Boulder Mountain

III. SECOND-IN RESPONSE ZONES

A. Medic 3

- Whenever Medic 1 is unavailable within its first-in area, Medic 3 responds to all medical emergencies in Medic 1's area
- Whenever Medic 7 is unavailable within its first-in area, Medic 3 responds to all medical emergencies in Medic 7's area

B. Medic 1 and Medic 7

- Whenever Medic 3 is unavailable within its primary response zone, Medic 1 shall respond to all medical emergencies within the South Lake Tahoe City limits up to the East side of the "Y" and Medic 7 shall respond to all medical emergencies within the County portions of CSA #3 and the City limits up to the west side of the "Y"

III. Third in Response Plan:

Whenever two of the three medic units (1, 3, and 7) are committed, the available medic unit will proceed to or remain in CSA area 3 for coverage of all response areas.

Whenever all three medic units (1, 3, 7) are committed, contract agencies will notify dispatch if Medic-2 and/or Medic-6 is staffed and available for response. (Article XIV-Backup Unit Coverage Requirement page 28 of contract).

If all units are unavailable dispatch will notify Tahoe Douglas and request a medic unit move to SLTFD Sta. #2 for CSA 3 coverage.

IV. Strategic Move-ups and Assignments:

System Status Management is an on-going planning process that involves not only a reaction to what is taking place, but also an intuitive examination of what future needs might include. As drawdowns occur, planning for current and future ALS service needs can be accomplished by taking into consideration the following factors:

- Numbers of units committed at any given time
- Call volume (below, at, and/or above normal for that period)
- The nature of the ALS calls (traffic collisions, MCI's, and major injury patients)
- Turn-around time for units to return to service (out-of-county transports)
- Remoteness of current calls (rural and wilderness settings)
- Time, day of the week, holiday periods
- Weather conditions (rain, snow)
- Special events that are taking place (New year's eve)
- Emergencies such as fires, crime scenes, hazmat spills, etc.

Dispatch or the Duty Officer may deviate from the normal Post assignments when extenuating circumstances occur (i.e. MCIs, disaster events, and etc.).

Move-up assignments should be given to the closest available medic unit to minimize any delay in achieving a higher system status level.

V. Patient Transfers:

The JPA provides ALS services for patient transfers between a variety of facilities and destinations in our region.

A. Specific Instructions to dispatch:

1. Emergency Transfer requests are to be considered “Priority-3 urgent” with a 15 minute response time. Emergency Transfer requests will not be delayed due to unavailability of the “up” agency or commitment of resources to other incidents or IFT’s.
2. Code 2 IFT requests, regardless of destination, shall be filled with the medic unit that is up in rotation for IFT response.

VI. Mutual Aid:

Occasionally a request will come from Tahoe Douglas or Alpine county.

A. Specific instructions for Medic Unit personnel responding to mutual aid in Tahoe Douglas or Alpine County:

1. Upon leaving El Dorado County advise dispatch that the unit will be switching over to the appropriate frequency.
2. Come up on the Douglas or Alpine frequency respectively and advise the availability for assignment and proceed as directed.

VII. Call-Backs:

The provider agency chiefs have the discretion to call-back employees to staff additional medic units, as deemed necessary, to maintain System Status levels.

A. Triggers for initiating a call-back:

Pending IFT’s with greater than a 2 hour mission response time may be staffed with a call back unit.

B. Procedures for call-backs:

The on duty officer of the effected agency will page out to staff reserve medic units.

XIII. Operational Overview:

Requests for an ALS ambulance usually begin with a 911 call (either by landline or cellular phone) to a Public Safety Answering Point (PSAP). There are three PSAPs in El Dorado County: the El Dorado County Sheriff's Communication Center (Central Dispatch), Placerville Police Department Dispatch Center, and the South Lake Tahoe Police Department Dispatch Center. ALS requests can also be received over a public safety radio frequency from a public safety agency.

Dispatched medic unit(s) and fire agency resources respond to the scene and provide ALS services to stabilize the patient for transport. The System Status Management plan is designed to make strategic movements of medic units to respond to ALS calls within defined response times.

It is not uncommon for patients to refuse treatment from medics and fire personnel. If the patient appears to be able to make a competent decision on his/her medical care, the patient shall be asked to sign a release waiver. If the patient is incompetent to make such a decision because of a mental illness or dysfunction and/or substance abuse, the local law enforcement agency with jurisdiction will be summoned to the scene to evaluate the patient for a 5150 Welfare and Institutions Code (W&I) mental health commitment. If the patient is placed under a 5150 W&I hold by a law enforcement officer, the officer may direct medics to provide ALS services and transport the patient to a medical hospital for further treatment.

Patients will be evaluated for transportation to the most appropriate receiving medical facility. In some instances, the patient's injuries or medical condition may require use of an air ambulance helicopter.

XIV. Operational procedures:

The following procedures were developed utilizing many years of past experiences and should be used to help guide personnel actions to achieve optimum performance.

A. Dispatch Procedures: Upon receiving an ALS request, the following guidelines shall be followed;

1. The Call Taker will initially question the Reporting Party (RP) for basic call information: verification of emergency location, verification of RP call back phone number, and basic type of emergency. The Call Taker will then enter the call into the Computer Aided Dispatch (CAD) Pending Events for the Initial Dispatcher.
2. The Initial Dispatcher will dispatch the appropriate resources to the emergency, based on the predetermined response plan.
3. While the Initial Dispatcher is dispatching resources to the emergency, the Call Taker continues to question the RP using the Medical Priority Dispatch System (EMD) Protocols

4. Upon confirmation of responding resources, the dispatcher will give the responding resources additional pertinent information about the call, and reduce the resources to Code 2, if appropriate.

5. All further radio traffic, such as resource status changes and transport status, shall be conducted on the appropriate command channel if utilized.

B. Medic Unit Procedures: To meet contractual response time requirements between El Dorado County and the JPA, the below listed guidelines shall be followed by all medic units.

1. Posting: When dispatch requests a medic unit to move up and cover a geographic response area (GSA) the medic unit shall be en route immediately to their posting location and notify dispatch.

2. Locations: Medic units shall remain within 5 minutes of the dispatched move-up and cover locations at the discretion of the duty chief. Station 3 will be the posting location for move-up when there is one medic unit available. When two units are available they will post at their assigned stations.

3. Hospital: Medic units shall be available for dispatch within 10 minutes of arrival at the hospital. All medics shall clear the destination hospital within 30 minutes after arrival. Exception: Circumstances dictate a longer period at the hospital and the medic unit has informed dispatch.

4. Medic units shall maintain communication with dispatch and monitor their radio (appropriate local net and command frequencies) at all times.

5. Dispatch will indicate the response time for the GSA that the medic unit responded to. All medic unit personnel shall be aware of and report any exceptions to the maximum response time standards as established by the County and the JPA. Medic personnel shall use “exception” forms to complete their reports.

POLICY TITLE: Technology

POLICY NUMBER: 4060

I. POLICY

JPA employees and JPA Member Agencies and their employees shall utilize electronic devices and technologies to their fullest extent possible, given the circumstances, to improve efficiencies and effectiveness in delivering state-of-the-art advanced life support (ALS) medical care to patients.

II. PURPOSE

To achieve success with new and existing technologies it is essential that JPA employees and JPA Member Agencies and their employees:

- A. Receive training on their operation;
- B. Maintain the equipment in good working order and safeguard them from damage; and
- C. Utilize the technology to achieve maximum performance and capability.

III. PROCEDURE

- A. Training: As new technologies are acquired, a training plan shall be developed that addresses the initial instruction, as well as on-going training that may be necessary. Following the training, employees shall be required to demonstrate proficiency with the new electronic device – technology for maximum operational capability. Such electronic device technology may include, but not be limited to, the following:
 - i. Defibrillator monitors
 - ii. Cellular phones
 - iii. EPCR hardware (iPad and printer)
 - iv. Radios (mobile and portable), chargers and microphones
 - v. Stryker gurney
 - vi. Suction devices
 - vii. Glucose testing
 - viii. Medical equipment installed in the medic unit
 - ix. Automated CPR devices
- B. Maintenance: Electronic devices shall be maintained as required in product warranties and as directed by the Chief of the Fire Department or Executive Director. These devices shall be handled with care to reduce the potential for damage. Requests for service, and/or repair shall be made without delay, and in accordance with current service maintenance agreements and/or warranties and the Member Agency's chain of command policy on such matters.
- C. Utilization:

Electronic devices and technologies will be utilized as follows:

- 1. The iPad should be left in an inconspicuous place and easily accessible within the medic unit.
- 2. While operating the medic unit, the cellular phone and radios shall remain on.

4. Other electronic devices shall be operated as needed for patient care.

D. Internet

Instructions for the use of JPA funded internet and electronic devices are as follows:

1. JPA funded internet and computer systems are provided for official work related purposes. The JPA recognizes that employees may make incidental use of these systems for personal use. These uses will be treated no differently and may be accessed by management for a variety of reasons.
2. All information and data that is sent, received, viewed or stored on any JPA provided or approved system is not private and may be read, listened to or copied by an authorized agency administrator.
3. Employees accessing the internet using a JPA computer or personal computer shall not view, download or e-mail any material that may be considered as inappropriate, discriminatory, harassing, or offensive in nature.

POLICY TITLE: Utilization of Medic Units at Special Events

POLICY NUMBER: 4070

I. POLICY

Special events can attract large numbers of people and, depending on the nature and activities involved in the event, participants and attendees may be exposed to higher levels of risk for harm. When requested, and within our capability, the JPA will assign a medic unit(s) to special events on either a committed or stand-by status. A standard fee will be assigned to “for-profit,” committed, resource assignments.

II. PURPOSE

The purpose of this policy is to clearly define the conditions under which JPA funded medic units may be provided for special events held within the JPA’s service areas.

III. PROCEDURE

A. Request for Service

1. A medic unit may be provided upon submission of a written request for service by the event’s sponsor for a special event held within the JPA’s service area.

2. A written request for provision of a medic unit at a special event shall include:

- a. Brief description of the event
- b. Date(s) and hours when service is requested
- c. Indication of for-profit or not-for-profit status
- d. Indication of whether the request is for a medic unit assigned as a committed or non-committed resource
- e. Name and phone number of contact person

B. Staffing

- 1. A medic unit provided for a special event will be staffed in compliance with medic unit staffing requirements (refer to System Status Management policy). Additional resources may be utilized for special events as determined according to operational and system needs.
- 2. Overtime personnel shall be utilized for a medic unit assigned to special events as a committed resource.
- 3. A medic unit assigned to a special event as a non-committed resource will be utilized in accordance with the System Status Management policy, to include appropriate move-ups.

C. Reimbursement

- 1. The JPA shall invoice the event sponsor of a “for-profit” for actual personnel costs incurred for a medic unit assigned to a special event as a committed resource.
- 2. There will be no reimbursement required for medic units assigned to special events as a non-committed resource.
- 3. An event sponsor of a “for Profit” event can appeal the assigned fee to the JPA Board, prior to the event taking place.
- 4. The JPA Invoice Fee may be waived by the contract agency after the contract has been completed, signed by both parties and approved by El Dorado County. A letter stating that “all costs associated with this contract will be the sole responsibility of the contract agency waiving the fee”, must be signed by the contract agency and attached to the original contract. Any transports incurred will be submitted for billing and collection by El Dorado County, regardless of the waiver of fees.

POLICY TITLE: Inter Facility Transfers

POLICY NUMBER: 4080

I. POLICY

The JPA will provide interfacility transfer, (IFT) services under the following expectations

II. PURPOSE

To ensure the highest possible level of safety for both the member agency employees and the patients being transported between facilities, the following procedures have been established.

III. PROCEDURE

Inter-facility Transfers shall occur according to the following procedures.

- A. The Member Agencies will take turns, one each, for inter-facility transfers. Only one staffed ambulance will be committed to an IFT at a time. The exception is an “Emergency IFT” which is treated as a 911 call, “Priority-3 Urgent” with a 15 minute response time. The “Emergency IFT” will not be delayed due to system status issues or which agency is “up” for the next transfer. A JPA ambulance will respond and facilitate the transfer.
- B. In the event there are multiple IFT’s, the Battalion Chief or Shift Commander (whichever agency is up for the second IFT) will coordinate with Barton Memorial Hospital and the partner agency Battalion Chief/Shift Commander to facilitate the second transfer in a timely manner. This coordination may consist of calling back off-duty personnel, waiting for the original IFT ambulance to return or cross-staffing a reserve ambulance. There is no “one-size fits all” answer. The BC/Shift Commander, dispatch and E.R. Physician should work together to facilitate the second IFT.
- C. Issues involving crew rest, meals, supervisor contact and other post-transfer details will be handled internally by the agency performing the IFT.
- D. Other stipulations for IFT’s as noted in contract under Section II-General Service Provisions, Article I – General A. Scope of Service, and Section V-Standards of Service for Prehospital ALS, Article XI – Response Time Standards.

PERSONNEL POLICIES

POLICY TITLE: Communicable Disease and Prevention Policy

POLICY NUMBER: 5010

I. POLICY

JPA member agencies shall maintain an injury and illness prevention policy that includes provisions that will insure compliance with Cal/OSHA's Bloodborne Pathogens Standards 5193 and Aerosol Transmissible Disease Standard 5199.

II. PURPOSE

To implement universal precautions for all patient contacts to minimize potential risk of transmission of a communicable disease from patient to healthcare worker or vice versa.

III. PROCEDURE

The JPA and each of its member Agencies shall establish, implement and maintain an Injury and Illness Prevention Program that is compliant with Cal/OSHA (8 CCR 3203). In addition, the plan will include the provisions of Cal/OSHA's Bloodborne Pathogens Standards 5193 and Aerosol Transmissible Disease Standard 5199 to prevent or minimize an employee's occupational exposure to potentially infectious materials (OPIM).

POLICY TITLE: **Field Internships**

POLICY NUMBER: **5020**

I. POLICY

Field internships may be made available to paramedic students sponsored by JPA member agencies, where such students have a reasonable expectation of working within El Dorado County upon completion of field internship. Field internships may be made available for paramedic students from outside El Dorado County on a case-by-case basis, at the discretion of each sponsoring member agency.

II. PURPOSE

To implement a consistent process for providing field internship and accreditation experiences to paramedic students within JPA member districts.

III. PROCEDURE

- A. A field internship may be made available to a paramedic student who is sponsored by a JPA member department and who has a reasonable expectation of working within El Dorado County upon completion of field internship.

1. Only paramedic students from a primary training program approved by the State EMS Authority will be accepted for field internship.
 2. Field internships will be arranged through the Member Agency Fire Department in coordination.
- B. A field internship may be requested by a JPA member Fire Department for a paramedic student who is from outside El Dorado County at the discretion of the Fire Department. Consideration of such requests will be on a case-by-case basis.
1. In such circumstances, the student and/or the primary training program shall be responsible to reimburse the JPA for provision of the field internship experience (refer to Policy #503).
 2. A paramedic intern from outside El Dorado County may perform only those skills and procedures included in the State scope of practice (refer to Policy #102).
 3. Only paramedic students from a primary training program approved by the State EMS Authority will be accepted for field internship.
 4. The interning fire department will be responsible to notify the local EMS Agency of the field internship in writing. Notification shall include:
 - a. Student's name
 - b. Name of primary training program
 - c. Internship assignment
- C. A field internship shall consist of a minimum of 480 hours and a maximum of 960 hours.
1. Performance evaluations shall be completed by the FTO as required by the primary training program using state approved field internship evaluation forms and criteria.
 2. The interning agency shall be responsible to promptly report any difficulties during field internship to the primary training program.
- D. A paramedic internship may perform only those skills and procedures included in the State Scope of practice (refer to policy #102) and the El Dorado County expanded scope of practice.
- E. Only designated field training officer(s) may be utilized as field internship preceptors (refer to policy #503). The field preceptors shall be responsible for all patient care performed by a field intern under his/her supervision and to ensure compliance with all applicable policies and protocols.

POLICY TITLE: **Field Training Officers**

POLICY NUMBER: **5030**

I. POLICY

The JPA shall maintain, as a whole, a designated minimum number of Field Training Officers (FTOs). Each member agency shall be responsible to maintain a minimum designated number of FTOs, in order to contribute to the JPA's overall number of FTOs. FTOs shall be charged with orienting, educating, and evaluating field interns within the JPA Field Internship program.

II. PURPOSE

The purpose of this policy is to ensure that a mechanism is in place by which individuals can be provided with accreditation and/or field internship experiences by the most qualified field personnel and to provide financial support to those individuals supervising field experiences.

III. PROCEDURE

A. Designation

1. The JPA shall maintain, at a minimum, six (6) FTOs at all times.
2. The JPA shall periodically request the Fire Departments to recommend individuals for FTO designation.
3. The JPA shall forward the names of recommended individuals provided by the Fire Departments to the Medical Director of the El Dorado County EMS Agency for approval.
4. The Medical Director of the EMS Agency shall officially notify the JPA and the respective employer when an individual has been approved as an FTO. Notification shall include the date the approval is effective and any requirements for renewal.

B. Upon receiving notification from the EMS Agency, the JPA shall officially designate an approved individual as an FTO.

C. The JPA and the respective employer(s) shall maintain a list of all designated FTOs.

D. Requirements to Maintain FTO Designation

1. Requirements to maintain status as an FTO shall be those contained in the El Dorado County EMS Agency Guidelines (Index 300).
2. Continuous FTO status shall be contingent upon the approval of the respective employer and the JPA.

E. Reimbursement

1. Field Internship

- a. A standard stipend shall be paid to the JPA by the primary training program in the amount of \$1000 for each field Internship prior to beginning the internship.
- b. The \$1000 is to be paid to the FTO upon completion of the field internship through the payroll process.
- c. The Fire Department shall request reimbursement of the field internship stipend upon satisfactory submission by the FTOs of all required evaluations and/or additional documentation relative to the field internship.
- d. The stipend for field internship may be waived upon agreement by all parties involved for those individuals employ

2. Local Accreditation

- a. A standard stipend shall be paid to the FTO in the amount of \$300 upon completion of the local accreditation process.
- b. If the accreditation is abbreviated for any reason, the amount paid to the FTO is prorated based on the percentage of completion.
- c. The Fire Department shall request reimbursement of the local accreditation stipend upon satisfactory submission by the FTOs of all required evaluations and/or additional documentation relative to local accreditation.
- d. The stipend for local accreditation may be waived upon agreement by all parties involved for those individuals employed by JPA Departments.

3. Probationary Paramedic Preceptorship

- a. A standard stipend shall be paid to the Preceptor in the amount of \$300 upon completion of the Probationary Paramedic program.
- b. The Fire Department shall request reimbursement of the Probation Paramedic program stipend upon satisfactory submission by the Preceptor of all required evaluations and/or additional documentation relative to the program.

POLICY TITLE: Equal Employment Opportunity

POLICY NUMBER: 5040

I. POLICY

CTESOA provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, the JPA complies with applicable state and local laws governing nondiscrimination in employment in every location in which the JPA has facilities. This policy applies to all terms and conditions of employment, including, but not limited to, recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

II. PURPOSE

CTESOA is an equal opportunity employer. CTESOA conforms to the spirit as well as to the letter of all applicable laws and regulations. In accordance with anti-discrimination laws, it is the purpose of this policy to effectuate all such principles and mandates.

III. PROCEDURE

- A. CTESOA administers our EEO policy fairly and consistently by:
 - 1. Posting all required notices regarding employee rights under EEO laws in areas highly visible to employees.
 - 2. Advertising for job openings with the statement “An Equal Opportunity Employer.”
 - 3. Posting all required job openings with the appropriate state agencies.
 - 4. Forbidding retaliation against any individual who files a charge of discrimination, opposes a practice believed to be unlawful discrimination, reports harassment, or assists, testifies or participates in an EEO agency proceeding.
 - 5. Encourages employees to report to a member of management, or a supervisor, any apparent discrimination or harassment.
- B. As the means to achieve the goal of equal employment opportunity and to ensure that current practices do not have an undesired discriminatory effect, CTESOA will take steps to:
 - 1. Ensure equal employment opportunity to all persons regardless of race, color, religion, ancestry, sex, genetic information, pregnancy, marital status, creed, national guard or reserve unit obligations, gender identity/expression, age, national origin, and disabilities, including but not limited to employee selection, promotion, training and development, compensation, termination, and disciplinary action.
 - 2. Ensure that all pre-employment inquiries and qualifying factors do not disproportionately screen members of one sex and that applicants will be judged fairly on their ability to perform the job.

3. Ensure that promotion decisions are in accordance with principles of equal employment opportunity by imposing only valid requirements for promotional opportunities.
4. Ensure that no such individual be denied participation in, benefits of or be subject to discrimination under any program or activity authorized by CTESOA.

POLICY TITLE: Medical Examinations

POLICY NUMBER: 5050

I. POLICY

In accordance with CTESOA's employment procedures, each applicant is required to undergo a post-offer, pre-employment medical examination, physical test, and alcohol and drug screening. Any offer of employment from CTESOA is contingent upon, among other things, an applicant's satisfactory completion of this examination and screening and a determination by CTESOA and its examining physician that the applicant is capable of performing the essential functions of the position that has been offered, with or without a reasonable accommodation.

As a condition of continued employment, employees are also required to undergo periodic medical examinations, physical tests, and alcohol and drug screening at times specified by CTESOA.

II. PURPOSE

CTESOA requires current employees and applicants to whom a conditional offer of employment has been extended to undergo medical examinations. Such examinations are necessary to ensure the safe operations of the CTESOA and to ensure that all applicants and employees are capable of safely performing their job duties and the essential functions of the position.

III. PROCEDURE

All individuals offered employment may be required to submit to a pre-employment medical examination and controlled substance test at CTESOA expense. The examining medical provider will be provided a description of the job involved to assist in a determination of the individual's fitness to work.

Employment will not occur if a positive controlled substance test result is certified or if a qualified physician does not certify the individual as fit to perform the type of work required by

the position applied for. Employment will not occur if the individual refuses to cooperate in the examination and testing.

Employees are also required, as a condition of continued employment to undergo periodic medical examinations, physical tests, and alcohol and drug screening at times specified by CTESOA, and as required pursuant to CTESOA drug and alcohol testing policies and procedures. Employees may also be required to have a medical examination on other occasions when the examination is job-related and consistent with business necessity. For example, a medical examination may be required when an employee is exposed to toxic or unhealthful conditions, requests an accommodation for a particular disability, or has a questionable ability to perform essential job functions due to a medical condition.

Medical examinations required by CTESOA will be paid for by CTESOA and will be performed by a physician or licensed medical facility designated or approved by the CTESOA. It should be understood that CTESOA receives a full medical report from its examining medical providers regarding the applicant's or employee's state of health. Medical examinations paid for by CTESOA are the property of the CTESOA, and the examination records will be treated as confidential and kept in separate medical files. However, records of specific examinations, if required by law or regulation, will be made available to the employee, persons designated and authorized by the employee, public agencies, relevant insurance companies or the employee's doctor.

POLICY TITLE: Probationary Period

POLICY NUMBER: 5060

I. POLICY

The Probationary Period serves as an extension of the recruitment and examination process. During the probationary period, the supervisor and appropriate District Manager will review, examine and monitor the conduct, capacity, efficiency, skill, responsibility, integrity, and effectiveness of an employee to determine whether the employee is fully qualified for employment in the appointed classification and position.

II. PURPOSE

The Probationary Period serves as a period of time established by CTESOA after the hire or promotion of an employee, during which CTESOA and the employee evaluate whether a successful employment relationship can be created.

III. PROCEDURE

The length of the probationary period is 180 days.

Probationary period progress reports will be made by the supervisor and reviewed by the Executive Director on the appropriate form and may be made in increments of 30 days of

performance. Probationary period progress reports are required on the following schedule: 60 days of employment, 90 days of employment, 120 days of employment.

A supervisor may extend an employee's probationary period for up to 30 additional days, with the approval of the Executive Director. An extension of a probationary period must be made, and the employee notified in writing of the intent to extend the probationary period and the reason(s) for the extension, before the end of the initial 180 day probationary period.

If the work or conduct of a probationary employee is found to be below the standards acceptable to the Supervisor, the Supervisor will make a recommendation to the Executive Director to reject the employee from probation. The Executive Director will make the final determination. A decision to reject an employee from probation concludes the individual's employment with the CTESOA, and is not subject to review or appeal, unless otherwise required by law.

A promoted employee who has attained regular status in a previous classification of CTESOA employment, who does not successfully complete the probationary period in the promoted class, will be returned to the former classification or a comparable classification, without right to appeal.

The effected employee will be granted an opportunity to informally discuss the decision to reject his/her probation; however, there will be no right to a formal review, appeal or hearing process. Part-time, trainee and provisional appointments are probationary throughout the term of employment.

POLICY TITLE: Hours of Work, Overtime, and Scheduling

POLICY NUMBER: 5070

I. POLICY

CTESOA establishes the time and duration of working hours as required by workload and workflow, CTESOA needs, the efficient management of employees, and any applicable law or bargaining agreement. As an ambulance service, CTESOA's employee work hours may be any time twenty four (24) hours per day, seven (7) days per week.

II. PURPOSE

CTESOA is committed to observing all of its obligations under the Fair Labor Standards Act ("FLSA") and other applicable law. These Policies, as well as all applicable provisions in MOUs and all CTESOA pay practices, shall comport with the FLSA, and shall be interpreted to ensure that the FLSA's minimum requirements are met.

III. PROCEDURE

A. Hours of Work and Overtime

1. The minimum regular work week for all full-time employees is forty (40) hours in a seven (7) day period. CTESOA's work week begins at 12:00 a.m. on Saturday morning and ends at 11:59 p.m. on Friday night each week, unless otherwise determined by the Executive Director.
2. Full time employees may be regularly scheduled for more than forty (40) hour per week. Overtime is defined as hours actually worked in excess of forty (40) hours in a week. Earned time off ("ETO") taken shall not be computed as work performed for the purposes of determining overtime. Employees will be compensated for overtime only if such overtime was authorized by the Executive Director or Executive Director's designee, and actually worked by the employee.
3. CTESOA supervisory staff shall establish and may modify regular working hours for its employees. CTESOA may require employees to work overtime and to perform standby responsibilities. CTESOA will attempt to provide employees with reasonable notice when the need for overtime work arises. Due to the nature of CTESOA's work, however, such advance notice may not always be possible.
4. Employee daily and weekly work schedules may be changed from time to time at the discretion of CTESOA to meet the varying needs of the JPA. This includes, but is not limited to, reporting for work or being required to stay later than the end of your scheduled shift.
5. Crews coming off shift must not leave unless there is adequate coverage available in the service area.
6. As an ambulance service, CTESOA must maintain adequate staffing levels. Changes in work schedules will sometimes be necessary. Such changes will be announced as far in advance as practicable. CTESOA will strive to provide flexible scheduling to all employees within the requirements of staffing parameters.

B. Breaks

1. Breaks should be taken during time when in quarters and as calls permit.

C. Recording Work Hours

1. It is the policy of CTESOA to comply with applicable laws governing recordkeeping requirements for employee timekeeping records.
2. Employees must accurately record all actual hours worked, overtime hours worked, and paid time off. If an employee neglects to record hours, or becomes aware of an inaccuracy regarding recorded hours, the employee must immediately notify the Executive Director or Executive Director's designee, in writing, indicating requested changes to the timesheet.
3. Falsifying a time record or completing time records for another employee is a breach of JPA policy and is grounds for disciplinary action, up to and including discharge.

4. CTESOA establishes the time and duration of working hours as required by workload and workflow, CTESOA needs, the efficient management of employees, and any applicable law or bargaining agreement. As an ambulance service, CTESOA's employee work hours may be any time twenty-four (24) hours per day, seven (7) days per week.
5. CTESOA is committed to observing all of its obligations under the Fair Standards Act ("FLSA") and other applicable law. These Policies, as well as all applicable provisions in MOUs and all the CTESOA pay practices, shall comport with FLSA, and shall be interpreted to ensure that the FLSA's minimum requirements are met.

C. Recording Work Hours

In the event that a mistake to the employee's timecard is made as a result of CTESOA designated personnel, the mistake shall be fixed immediately upon notification. However, in the event that the employee makes a mistake, the mistake shall be mended on the next scheduled pay period as laid out in California Labor Code 204, shown below.

LABOR CODE – LAB DIVISION 2. EMPLOYMENT REGULATION AND SUPERVISION [200 - 2699.5] (Division 2 enacted by Stats. 1937, Ch. 90.)

PART 1. COMPENSATION [200 - 452] (Part 1 enacted by Stats. 1937, Ch. 90.)

CHAPTER 1. Payment of Wages [200 - 273] (Chapter 1 enacted by Stats. 1937, Ch. 90.)

ARTICLE 1. General Occupations [200 - 244] (Article 1 enacted by Stats. 1937, Ch. 90.)

204. (a) All wages, other than those mentioned in Section 201, 201.3, 202, 204.1, or 204.2, earned by any person in any employment are due and payable twice during each calendar month, on days designated in advance by the employer as the regular paydays. Labor performed between the 1st and 15th days, inclusive, of any calendar month shall be paid for between the 16th and the 26th day of the month during which the labor was performed, and labor performed between the 16th and the last day, inclusive, of any calendar month, shall be paid for between the 1st and 10th day of the following month. However, salaries of executive, administrative, and professional employees of employers covered by the Fair Labor Standards Act, as set forth pursuant to Section 13(a)(1) of the Fair Labor Standards Act, as amended through March 1, 1969, in Part 541 of Title 29 of the Code of Federal Regulations, as that part now reads or may be amended to read at any time hereafter, may be paid once a month on or before the 26th day of the month during which the labor was performed if the entire month's salaries, including the unearned portion between the date of payment and the last day of the month, are paid at that time. (b) (1) Notwithstanding any other provision of this section, all wages earned for labor in excess of the normal work period shall be paid no later than the payday for the next regular payroll period. (2) An employer is in compliance with the requirements of subdivision (a) of Section 226 relating to total hours worked by the employee, if hours worked in excess of the normal work period during the current pay period are itemized as corrections on the paystub for the next regular pay period. Any corrections set out in a subsequently issued paystub shall state the inclusive dates of the pay period for which the employer is correcting its initial report of hours worked. (c) However, when employees are covered by a collective bargaining

agreement that provides different pay arrangements, those arrangements shall apply to the covered employees. (d) The requirements of this section shall be deemed satisfied by the payment of wages for weekly, biweekly, or semimonthly payroll if the wages are paid not more than seven calendar days following the close of the payroll period.

D. Shift Trades and Coverage

1. CTESOA strives to maintain flexibility in allowing personnel to swap shifts and obtain coverage for their own shifts. The following rules apply regarding trades and coverage.
 - a. Trades and coverage must be completed with another staff member who is qualified to fill the shift(s).
 - b. Trades and coverage of straight time for overtime are not permitted.
 - c. Management must be notified of all swaps as soon as possible. Management reserves the right to void any trade based on scheduling and staffing needs.
 - d. Trades must be documented in writing and signed on the Trade form.

E. Force Hire Procedure

1. CTESOA must maintain adequate staffing levels at all times. Consequently, personnel may occasionally be required to stay for one (1) additional shift (up to 24 hours) in order to maintain adequate staffing.
2. Emergency Overtime is defined as being paid at one and a half (1.5) times regular hourly rate.
3. "Force hire" lists are maintained as a guide used to assign personnel to fill needed shifts in as fair and equitable way as possible.
4. Force lists will be maintained based on the number of overtime hours voluntarily worked in the previous pay period.
5. The Operations Manager will follow the following steps in filling an open shift:
 - a. Page or call all appropriate part time members.
 - b. If no response, offer open shift to all appropriate members currently on-duty
 - c. If no response, page/call any and all appropriate members.
 - d. If no response, contact supervisor for approval of force hire list.
 - e. Offer shift to force hire list.

- f. If refused, offer shift to member agencies at their fully burdened rates.
- 6. An appropriate member is one who meets the following criteria whenever possible, in the following order of consideration. Shifts will be assigned within the respective EMT or Paramedic roles as follows:
 - a. Individuals not currently on a 24 hour shift.
 - b. So as not to interfere with staffing levels for the next two shifts (e.g., staying overnight when assigned to a shift the next day.)
- 7. If an appropriate member other than the employee at the top of the force hire list is willing to serve voluntarily as a designated member, volunteers may be accepted at the Operations Manager's discretion.

POLICY TITLE: **Sexual Harassment and Non-Discrimination Policy**

POLICY NUMBER: **5080**

I. POLICY:

CTESOA prohibits harassment of one employee by another employee, supervisor or third party for any reason based upon an individual's race; color; religion; genetic information; national origin; sex (including same sex); pregnancy, childbirth, or related medical conditions; age; disability; or any other category protected under federal, state, or local law ("protected class").

There shall be no discrimination based upon race, national origin, religion, sex, physical handicap, veteran's status, or age in any personnel action, including recruitment, appointment, performance evaluation, promotion, the granting of leaves, and any disciplinary or grievance action.

II. PURPOSE:

CTESOA is committed to providing a work environment that is free of unlawful sexual harassment. In furtherance of this commitment, the JPA strictly prohibits all forms of unlawful harassment.

III. PROCEDURE:

- A. Violation of this policy will result in disciplinary action, up to and including immediate discharge. If you have any questions about what constitutes harassing behavior or what

conduct is prohibited by this policy, please discuss the questions with a member of management or one of the contacts listed in this policy.

- B. At a minimum, the term “harassment” as used in this policy includes any of the following activities pertaining to an individual’s protected class:
 - 1. Offensive remarks, comments, jokes, slurs, threats, or verbal conduct.
 - 2. Offensive pictures, drawings, photographs, figurines, writings, or other graphic images, conduct, or communications, including text messages, instant messages, websites, voicemails, social media postings, e-mails, faxes, and copies.
 - 3. Offensive sexual remarks, sexual advances, or requests for sexual favors regardless of the gender of the individuals involved; and
 - 4. Offensive physical conduct, including touching and gestures, regardless of the gender of the individuals involved.
- C. CTESOA absolutely prohibits retaliation, which includes: threatening an individual or taking any adverse action against an individual for (1) reporting a possible violation of this policy, or (2) participating in an investigation conducted under this policy.
- D. All members of management are covered by this policy and are prohibited from engaging in any form of harassing, discriminatory, or retaliatory conduct. No member of management has the authority to suggest to any applicant or employee that employment or advancement will be affected by the individual entering into (or refusing to enter into) a personal relationship with any member of management, or for tolerating (or refusing to tolerate) conduct or communication that might violate this policy. Such conduct is a direct violation of this policy.
- E. Non-employees are covered by this policy. CTESOA prohibits harassment, discrimination, or retaliation of its employees in connection with their work by non-employees. Immediately report any harassing or discriminating behavior by non-employees, including vendors, clients, and employees of contractors or subcontractors.
- F. Any employee who experiences or observes harassment, discrimination, or retaliation should report his or her concern. The steps below will be used.
 - 1. If an employee has any concern that CTESOA’s sexual harassment policy may have been violated, the employee should immediately report the matter to the Executive Director. Any actions that may violate the policy should be reported, even if seemingly minor.
 - 2. CTESOA will investigate the report and then take prompt, appropriate remedial action. CTESOA will protect the confidentiality of employees reporting suspected violations to the extent possible consistent with its investigation.
 - 3. Employees will not be penalized or retaliated against for reporting improper conduct, harassment, discrimination, retaliation, or other actions that may violate this policy.

G. Persons who violate the sexual harassment policy are subject to discipline, up to and including discharge.

POLICY TITLE: Earned Time Off, Leaves, and Unauthorized Absences

POLICY NUMBER: 5090

I. POLICY:

Earned Time Off (“ETO”) is a benefit provided to designated employees to assist them in obtaining a full paycheck when they are off from scheduled work.

II. PURPOSE:

ETO is provided to allow eligible employees to earn a full paycheck while off of work for a variety of reasons including, but not limited to, the following: vacation; personal business; recognized work holidays; personal rest and relaxation; flexed hours; recuperation from illness or injury; bereavement; and jury duty. ETO promotes a flexible approach to time off. Employees are accountable and responsible for managing their own ETO hours to allow for adequate reserves if there is a need to cover vacation, illness, appointments, emergencies, or other situations that require time off from work.

III. PROCEDURE:

A. Earned Time Off

Use of ETO must be approved in advance by the employee’s supervisor, except in the case of unexpected illness or emergency. Supervisors may deny or cancel an employee's request for non-emergency days off if, in the supervisor's judgment, the day off would result in inadequate staffing.

Generally, absences of one day in length require a minimum notice of 24 hours for advance approval consideration. An absence of two or more consecutive days in length requires a minimum notice of two weeks for advanced approval consideration. Requests for scheduled absences are subject to the Executive Director/Executive Director’s designee’s approval considering staffing needs and work volume.

Unless otherwise prohibited by law, ETO must be used in all circumstances if the employee is off work, regardless of the reason. ETO will automatically be added to the employees’ worked hours each pay period.

1. Accrual of ETO

Length of service determines the rate at which the employee will accrue ETO. ETO does not accrue on unpaid leaves of absence or ETO cash outs upon termination. Employees become eligible for the higher accrual rate on the first day of the pay period in which the employee’s anniversary date falls.

ETO will be credited to employees each pay period, and will accrue as follows:

Length of Service	Accrual Rate	Annual Maximum Accrual	Maximum Accrual**
0-3 years	3.46 hours per pay period	90 hours	135 hours

** No ETO hours will accrue beyond the maximum accruals listed in this section.

2. Payment Upon Termination

An employee will be paid upon resignation, separation or retirement for all ETO hours accumulated but not used.

B. Jury Duty

An employee summoned for jury duty will notify the Executive Director or direct supervisor. Employees summoned to jury duty will not receive paid time off. Employees should use ETO for hours taken away from work for jury duty.

C. Unauthorized Voluntary Absence

Voluntary absence from work without authorization for five (5) consecutive working days shall be considered an automatic resignation. The Executive Director/Executive Director's designee may reinstate the regular employee who has been voluntarily absent without leave for five (5) consecutive days if the employee provides satisfactory explanation thereof. If the employee is reinstated after providing a satisfactory explanation, back pay for the period of absence shall not be allowed.

POLICY TITLE: Accommodation for Disabilities

POLICY NUMBER: 5100

I. POLICY

When requested, the JPA will provide a reasonable accommodation for any known physical or mental disability of a qualified individual, provided the requested accommodation does not create an undue hardship for the JPA or pose a direct threat to the health or safety of others in the workplace or to the requesting employee.

II. PURPOSE

CTESOA is committed to complying with all laws that protect qualified individuals with disabilities. This policy applies to all applicants and employees and extends to all aspects of the JPA's employment practices, including recruiting, hiring, discipline, termination, promotions, transfers, compensation, benefits, training, leaves of absence, and other terms and conditions of employment.

III. PROCEDURE

- A. CTESOA will, subject to budgetary restraints, provide reasonable accommodations for qualifying disabled employees and applicants as defined by the Americans with Disabilities Act (“ADA”) in the following areas:
- CTESOA’s policy is to employ job applicants on the basis of merit, qualifications, and competence. CTESOA will provide reasonable accommodation to the known physical or mental limitations of a qualified applicant.
 - CTESOA will endeavor to recruit, hire, train, and promote in a manner that does not unlawfully discriminate against qualified persons with disabilities.
 - CTESOA intends to base employment decisions on principles of equal opportunity and nondiscrimination, as defined by relevant law.
 - CTESOA will strive to ensure all personnel actions are administered so as not to discriminate unlawfully against individuals with disabilities.
 - Where a disabled individual makes known a disability, CTESOA will attempt to provide reasonable accommodation as required under relevant law.
 - CTESOA will undertake to provide facilities, services, and programs, when viewed in their entirety, that are readily accessible to and usable by individuals with disabilities.
 - CTESOA will endeavor to provide means of effective communication with applicants and employees.
- B. To request an accommodation to perform the essential functions of an employee’s job, the employee must notify the Executive Director or submit a written request to the CTESOA. An employee requesting an accommodation should include in the request his or her suggestion for an accommodation. Once the JPA is aware of the need for an accommodation, it will engage with the employee in an interactive process to identify possible accommodations.
- C. Employees are encouraged to use this procedure without fear of retaliation. Employees who believe that they have been treated in a manner not in accordance with this policy should notify the Executive Director.

POLICY TITLE: **Outside Employment**

POLICY NUMBER: **5110**

I. POLICY

CTESOA recognizes that some employees may need or want to hold additional jobs outside their employment with the JPA. Employees of CTESOA are permitted to engage in outside work or hold other jobs, subject to certain restrictions based on reasonable business concerns.

II. PURPOSE

CTESOA strives to provide the best service to our stakeholders, and we require the full attention and efforts of our talented employees. To this end, the JPA focuses on shared values, purpose and vision, while keeping in mind the business needs of the CTESOA.

III. PROCEDURE

CTESOA applies this policy consistently and nondiscriminatorily to all employees, and in compliance with all applicable employment and labor laws and regulations. No CTESOA employee shall be permitted to accept employment in addition to or outside of CTESOA service if:

- The outside employment leads to a conflict of interest for said employee; or,
- The nature of the outside employment is such that it will reflect unfavorably on the CTESOA; or,
- The duties to be performed in the outside employment are in conflict with the duties involved in CTESOA service.

The conduct of any outside employment during an employee's regularly scheduled work day shall lead to disciplinary action up to termination.

POLICY TITLE: Discipline and Rules of Conduct

POLICY NUMBER: 5120

I. POLICY

The CTESOA seeks to establish and maintain standards of employee conduct and supervisory practices which will, in the interest of the CTESOA and its employees, support and promote effective operations. Such supervisory practices include administering corrective action when employee conduct or performance problems arise.

II. PURPOSE

To set forth expected standards of conduct and guidelines for a corrective action process aimed to document and correct unacceptable employee behavior.

III. PROCEDURE

A. Guidelines for Appropriate Conduct

CTESOA employees are expected to adhere to high standards of personal conduct, and exhibit a high degree of personal integrity at all times. Employees are expected to show respect for the rights and feelings of others and to refrain from any behavior that might be harmful to employees, coworkers, and the CTESOA, or that might be viewed unfavorably by the people we service or by the public at large. Employees are required to observe the highest standards of professionalism at all times, whether on or off duty.

Any type of behavior and/or conduct that CTESOA considers inappropriate could lead to disciplinary action up to and including termination of employment, at the sole discretion of CTESOA.

B. Courtesy and Politeness

When an employee is on the job or wearing the uniform, the employee is considered a representative of CTESOA. As a representative of CTESOA, employees are expected to be neat, clean, courteous, polite, and in-control. An employee must always be ready to work in concert with his or her partner and other people on the scene.

C. Disciplinary Action

All suspensions, demotions, reductions in salary step for a specified time period, and dismissals of non-probationary employees shall be made in accordance with these rules.

Discipline of Probationary Employees

Probationary employees may be suspended, demoted, reduced in step, or dismissed without right to review or appeal unless otherwise required by law.

1. Cause for Disciplinary Action

An employee may be demoted, suspended, reduced in salary step, or dismissed only for cause. The CTESOA Board's determination of the sufficiency of the cause for disciplinary action shall be conclusive.

In addition to any disqualifying or actionable causes otherwise provided for by statute or by policy or regulation, the following are declared to be causes for disciplinary action. Causes for disciplinary action are not necessarily limited to the following and charges may be based upon causes other than those listed herein:

- a. Failure to meet reasonable work performance standards and requirements.
- b. Discourteous treatment of the public or fellow employees.
- c. Possessing or using alcohol, illegal drugs, or non-prescribed drugs while on the job, or being present at work under the influence of same.
- d. Absence without approved leave; abuse of leave.
- e. Tardiness or absenteeism.
- f. Disorderly conduct.
- g. Incompetence or inefficiency.
- h. Misuse of CTESOA property; being wasteful of material, property, or working time.
- i. Violation of any lawful or reasonable regulation or order; insubordination.
- j. Neglect of duty.
- k. Dishonesty.
- l. Willful disobedience.
- m. Conduct unbecoming a CTESOA employee.
- n. Conviction of a felony.

- o. Fraud in securing employment, including falsification of the employment application or other employment documents.
- p. Misappropriation of district funds or property.
- q. Intentional or gross misconduct.
- r. Failure to follow CTESOA policies, or any action inconsistent with officially promulgated policies or regulations.
- s. Failure to exhibit good behavior either during or outside duty hours. Such behavior of a nature that causes discredit to the CTESOA.
- t. Failure to supply full information as to character, reputation, medical history, or acts which, if known at the time of employment, might have resulted in a disqualification of the employee for the job to which the appointment was made.
- u. Falsification of a relevant official statement or document of record; making misleading statements or entries with the intent to deceive; or, willful mutilation of CTESOA records.
- v. Improper withdrawal or limitation of service or any action which interferes with or is disruptive of the CTESOA mission or the public service.
- w. Failure to possess or keep in effect any license, certificate, or other similar requirement specified in the employee's class specification or otherwise necessary for the employee to perform the duties of the position.

2. Disciplinary Investigations

CTESOA will begin an investigation when management reasonably suspects that an employee has engaged in misconduct that would result in discipline. CTESOA is not obligated to alert an employee that he or she is under investigation.

a. Interrogations

An "interrogation" occurs when an employee is under investigation and subjected to questioning by CTESOA supervisory personnel, or questioning by a licensing or certifying agency, that could lead to punitive action.

"Punitive action" is defined as any action that may lead to dismissal, demotion, suspension, reduction in salary, written reprimand, or transfer for the purposes of punishment.

An interrogation **does not** occur where an employee is subject only to counseling, instruction, or informal verbal admonishment by, or other routine or unplanned contact with a supervisor or any other employee.

When any employee is under investigation and subject to interrogation, the following procedures apply:

- i. Interrogation will be conducted at a reasonable hour and at a time when the employee is on duty, unless an imminent threat to the safety of the public requires otherwise. An employee's compensation shall not be reduced as a result of any work missed while being interrogated.

- ii. If the interrogation does need to occur during off-duty time, the employee will be compensated for such off-duty time in accordance with regular department procedures.
- iii. Prior to interrogation, the employee under investigation will be informed of the nature of the investigation. The employee need not be informed in writing, and can be verbally notified immediately before the interrogation as to the general nature of the matters under investigation.
- iv. The employee will be informed of the rank, name, and command of the officer or other person in charge of the interrogation, the interrogating officer, and all other persons to be present during the interrogation. No more than two interrogators may question an employee at one time.
- v. If the charges being investigated could subject the employee to criminal prosecution, the following rules apply:
 - (a) Interrogator must provide the employee with a formal grant of immunity from prosecution before compelling him or her to respond to incriminating questions.
 - (b) Interrogator must immediately advise the employee of his or her constitutional rights.
 - (c) Subject to grant of immunity, an employee refusing to answer questions shall be informed that the failure to answer questions may result in punitive action.
- vi. An interrogating session shall be for a reasonable period of time, taking into consideration the gravity and complexity of the issue being investigated. The employee will be allowed to take reasonable breaks to attend to his or her own personal necessities.
- vii. An interrogator may not subject an employee to offensive language or threaten an employee with punitive action. An interrogator shall not make a promise of reward as an inducement to an employee answering a question.
- viii. Interrogation session may be recorded by both the employee and the CTESOA. The employee shall have access to the recording if any further proceedings are contemplated, or before any further interrogations. Employee shall be entitled to a transcribed copy of any notes made by a stenographer, or to any reports or complaints made by investigator or other persons, except those portions that are otherwise required by law to be kept confidential.
- ix. Employee being interrogated has the right to have a representative of his or her choice present during an interrogation.
- x. The CTESOA shall not compel an employee to submit to a lie detector test against his or her will.
- xi. The CTESOA will not search an employee's locker or other storage space except in his or her presence, or with his or her consent, or unless a search warrant has been obtained.

3. Notice of Proposed Disciplinary Action

A disciplinary investigation must be completed, and the employee must be notified of proposed discipline within one (1) year of CTESOA's discovery of the alleged misconduct. The one year limitation period may be tolled only under certain circumstances as provided in Gov. Code § 3254(d).

Prior to the issuance of a written order to either suspend, demote, reduce in step, or dismiss an employee, written notice of at least ten (10) calendar days of the proposed disciplinary action will be given to the employee before such action is to be taken. The written notice must include:

- (1) Notice of proposed action;
- (2) Reasons for proposed action;
- (3) A copy of the charges stating specific incidents or specific courses of conduct and a copy of any written materials pertaining to those incidents or course of conduct; and
- (4) Notice to the employee of the right to respond in writing and/or orally to the proposed disciplinary action before said discipline is imposed. The notice to the employee of the right to respond must specify at least a ten (10) calendar day period within which to respond.

The notice of proposed disciplinary action must be in writing and be signed by the Executive Director, or designee.

4. Imposition of Discipline

Following Notice of Proposed Disciplinary Action and after providing an employee the right to respond, CTESOA will notify the employee in writing of a decision to impose discipline within 30 days of the decision, but not less than 48 hours before imposing the discipline. The Order of Disciplinary Action will contain the effective date of disciplinary action, the right of appeal, and specific charges upon which the disciplinary action is based. Notice of the time allowed for appeal and answer will be stated in the order. A copy of the order will be personally served on the employee or sent by certified mail to the employee's last known address.

5. Appeal Rights

CTESOA will not subject a non-probationary employee to punitive action without an opportunity for an administrative appeal. Punitive action shall include any action that may lead to dismissal, demotion, suspension, reduction in salary, written reprimand, or transfer for the purposes of punishment. Such administrative appeal will be conducted in accordance with Government Code § 11500, et seq. Administrative appeal procedures are outlined in these rules, below.

An employee may initiate an appeal by request. The appeal request must be in writing and received by the Executive Director within five (5) administrative working days of the employee's receipt of the Order of Disciplinary Action or imposition of other punitive action. The request must set forth the matter appealed from, a detailed basis of the appeal, and a statement of the action desired by the appellant with supporting reasons. If an employee fails to file a notice of appeal within the time specified in these rules, the employee shall be deemed to have waived his/her right to appeal.

6. Administrative Appeal Hearing Procedures

a. Informal Hearing

Informal hearing procedure is appropriate for a disciplinary sanction that does not involve discharge from employment, demotion, or suspension for more than five (5) days. This procedure may be used for punitive actions such as written reprimands and suspensions of less than five days. Informal hearings will be evidentiary hearings in which CTESOA holds the burden of proof. However, the informal process will not involve pre-hearing discovery or cross-examination of witnesses. Decisions made through the informal hearing process are not subject to appeal through the courts.

7. Personnel Files

The CTESOA may not enter an adverse comment into an employee's personnel file, or any other file used for personnel purposes, without the employee having first read and signed the instrument. An employee has 30 days to prepare a written response to any adverse comment entered into his or her personnel file.

An employee has the right to inspect his or her personnel file(s) during usual business hours and when the employee is on paid status. If the employee believes there is a mistaken or unlawful information in his or her personnel file, the employee may submit a request to correct or delete the disputed material. The CTESOA has thirty (30) days to respond to the request. If the CTESOA refuses to grant a request, in whole or in part, the CTESOA shall specify in writing the reason(s) for refusing the request.

POLICY TITLE: Uniforms and Appearance

POLICY NUMBER: 5130

I. POLICY

All employees must wear uniforms as provided in the procedures and must maintain acceptable personal hygiene and grooming practices at all times.

II. PURPOSE

CTESOA wants to ensure that its employees are clearly identified as appropriately representing the JPA.

III. PROCEDURE

A. Obtaining Uniform and Proper Uniform

CTESOA provides every employee with 2 uniform shirts. All personnel are to wear their uniforms properly at all times when on duty. All employees must be in uniform for any training conducted at CTESOA unless otherwise authorized by management.

Only CTESOA issued uniform items may be worn while on duty.

Uniforms must remain clean, unwrinkled, neat, and in good repair. Uniform items that are faded, torn, or worn are not acceptable. If a uniform endures damage from anything other than natural wear and tear or your lack of care, employees should contact a supervisor for direction of uniform piece replacement.

Employees are responsible for the care and maintenance of uniforms. Employees should always have spare uniform items available. If for any reason a uniform becomes soiled during a shift, employees are to return to quarters for a spare uniform. If a uniform is damaged beyond cleaning or repair while working at a scene employees should see the Director of Administration for assistance in replacing it.

B. Wearing Uniform When Not on Duty

No Professional employee shall wear an identifiable uniform item when not on duty. This particularly applies to wearing an identifiable uniform item in an establishment that serves alcohol. Any off duty employee observed wearing an identifiable uniform item in an establishment that serves alcohol will be severely disciplined up to and including discharge.

C. Personal Hygiene and Appearance

All personnel are required to present themselves at the beginning of their shift as someone proud to represent this organization and your profession. This presentation includes personal hygiene. It is imperative that all employees are clean, showered, and presentable.

If an individual is emitting a malodorous air, from a uniform or his or her person, the offending party will be requested to shower or wash the uniforms at the base or asked to leave by the supervisor for the remainder of the shift. There will be no pay for this time lost. CTESOA is a professional organization and must present itself as such 24 hours per day 7 days a week.

Employees should wear their hair short or pinned back for their own safety. Unnaturally colored hair is not permitted, i.e. purple, blue, pink, etc.

Male employees are prohibited from wearing earrings while on duty. Female employees may not wear earrings that hang down. Facial jewelry of any type is not permitted. CTESOA discourages the wearing of large rings while on duty. Rings have the potential to cut through gloves, creating

an environment of possible exposures.

Employees should not wear cologne or perfume while on duty.

Shoes and/or boots must be cleaned and shined. A shoeshine box will be available at the base, located in the crew room.

POLICY TITLE: Absenteeism or Tardiness

POLICY NUMBER: 5140

I. POLICY

CTESOA provides important and valuable services to the community. To accomplish this mission, it is imperative that every employee be present when scheduled to fulfill JPA responsibilities and expectations.

II. PURPOSE

To ensure that all employees assume diligence and responsibility for their attendance and promptness.

III. PROCEDURE

CTESOA expects all employees to assume diligent responsibility for their attendance and promptness. Recognizing, however, that illnesses and injuries may occur, CTESOA has established Earned Time Off (“ETO”) hours to compensate full-time employees for certain time lost for legitimate medical reasons, including time off to secure necessary treatment for a disability. (Please consult the appropriate sections of this handbook for information regarding these benefits.)

If an employee is unable to work because of illness, the employee must notify the operations manager as soon as possible on each day of the absence unless granted an authorized medical leave, in which case different notification procedures apply. Failure to properly notify CTESOA will result in disciplinary action.

If scheduled for multiple shifts on a day an employee is unable to work due to illness, the employee must inform the operations manager of availability, or lack thereof, as soon as possible for all of the shifts that day. If able to work one or more of the later shifts, an employee should inform the dispatcher accordingly.

If absent for more than five consecutive workdays, a statement from a physician may be required before an employee is permitted to return to work. In such instances, CTESOA also reserves the right to require an employee to submit to an examination by a physician designated by CTESOA at its discretion. In addition, CTESOA may require an employee either to submit a statement from a physician or to be examined by a JPA-designated physician in other instances at its

discretion, such as where abuse is suspected (e.g., where an employee's record indicates a pattern of short absences and/or frequent absences before or after holidays and weekends).

Absenteeism or tardiness that is unexcused or excessive in the judgment of CTESOA is grounds for disciplinary action, up to and including dismissal.

POLICY TITLE: Rights and Obligations of the Parties

POLICY NUMBER: 5150

I. POLICY

Employees of the CTESOA shall have the right to form, join and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer- employee relations.

II. PURPOSE

To provide for employee rights and a process for efficient resolution of grievances.

III. PROCEDURE

A. Employee Rights and Obligations

Employees shall have the right to form, join and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations. Employees shall also have the right to refuse to join or participate in the activities of employee organizations. Employees shall have the right to represent themselves individually in their employer-employee relations with the CTESOA. Neither the CTESOA nor the employee organizations shall interfere with, intimidate, restrain, coerce or discriminate against employees because of the exercise of their rights under this section.

B. CTESOA Rights and Obligations

It is the exclusive right of the CTESOA to make all decisions of a managerial or administrative nature, including, but not limited to the nature and extent of services performed and the methods, means, and personnel by which the JPA's operations are to be conducted. All other decisions as may be necessary to operate the CTESOA in the most efficient manner including: all decisions in directing its employees, scheduling of work, making work assignments, ordering overtime, classifying positions, establishing and revising hiring standards, transfers, demotions, layoffs, discipline and discharge of employees. CTESOA shall not interfere with, intimidate, restrain, coerce or discriminate against any of its employees because of the exercise of any of the rights guaranteed to them by law, or by these rules and regulations.

In accordance with Government Code Section 3507.5, management and confidential employees shall be restricted from representing any employee organization that represents other employees of CTESOA, on matters within the scope of representation of such employee organization.

C. Rights and Obligations of Employee Organizations

An employee organization recognized pursuant to the provisions of these rules and regulations shall have the following rights:

- Subject to the right of employees to represent themselves individually in their employer-employee relations with CTESOA; provided that the scope of representation shall not include considerations of the merits, necessity, or organization of any service or activity provided by CTESOA pursuant to law or executive order.
- The right to reasonable written notice of any proposed policy, rule, resolution, or regulation directly relating to employment conditions of employees employed by CTESOA, and employer- employee relations between the employees and CTESOA, including, but not limited to, wages, hours and other terms and conditions of employment; and the right to meet with the Board concerning any such proposed policy, rule, resolution or regulation; provided however, that in emergencies, when the Board determines that action must be taken immediately without prior notice or meeting, the Board determines that action must be taken immediately without prior notice or meeting, the Board may adopt a policy, rule, resolution or regulation without such advance notice provided that such notice shall be furnished at the earliest practicable time.
- The right to “meet and confer in good faith” as that term is defined in Government Code Section 3505, with the Board, or its designated representatives, regarding wages, hours, and other terms and conditions of employment. The Board, or its designated representatives, shall consider fully such presentations as are made by recognized employee organizations prior to arriving at a determination of a policy or course of action. In connection with the foregoing, a recognized employee organization shall have the right to designate a maximum of two employees of CTESOA to accompany it when formally meeting and conferring with the Board, or its designated representatives, on matters within the scope of representation during working hours without loss of compensation or other benefits; except that upon written application to, and approval of, the Board, or its designated representatives, additional employees may be allowed to attend specific meetings. Employee organizations that are not recognized pursuant to the provisions of these rules and regulations shall be entitled only to those rights that are expressly given to them by statute.
- The right to jointly prepare with the Board, or its designated representatives, a written Memorandum of Understanding of any agreements reached. Such memorandum shall be presented to the Board for determination, and shall not be binding until adopted or ratified by the Board by formal resolution.

D. Rights and Obligations of Employee Organizations

Because of the limited number of employees employed by CTESOA, and the community of interest that exists among all of CTESOA's employees (with the exception of management and confidential employees), the existence of multiple employee organizations representing employees of CTESOA would pose an unreasonable burden upon CTESOA, the Board, and the Executive Director in formulating and applying employment policies in an even and consistent manner. Therefore, pursuant to Government Code Section 3507, CTESOA recognizes and adopts the principle of exclusive recognition of employee organizations.

In furtherance of that principle, the following procedures are established for recognizing employee organizations, and for extending formal and exclusive recognition to employee organizations:

1. **Representation Unit.** Subject to the right of separate representation for professional employees provided by Government Code Section 3507.3, the appropriate bargaining unit in which an election may be held to resolve a representation question shall consist of all employees of CTESOA excluding management and confidential employees. In the event management and confidential employees wish to exercise their rights to form, join and participate in activities of employee organizations, they shall constitute a separate appropriate bargaining unit. Should any disputes arise as to the appropriateness of any bargaining unit, such disputes shall be resolved in accordance with applicable precedents of the National Labor Relations Board by an independent third party, selected by the Board after consultation with any affected employee organization.
2. **Registration of Employee Organizations.** Any employee organization claiming to represent employees of CTESOA in the appropriate bargaining unit shall file with the Board a document, signed by an officer of the employee organization and sworn to before a notary public, setting forth the following information:
 - i. The name and address of the employee organization and its local officers and representatives.
 - ii. The name and address of each area, state, national association and other organization with which the employee organization is directly or indirectly affiliated.
 - iii. Certified and complete copies of the articles of incorporation and/or constitution, by-laws, and any other written rules or regulations governing the employee organization, and all amendments thereto.
 - iv. The names and addresses of each person authorized to represent the employee organization in meeting and conferring with the Board, or its designated representatives.
 - v. A statement that the organization has no restrictions on membership based on race, color, creed, national origin, age or sex.
 - vi. The job classifications or titles of employees in the unit claimed to be appropriate and the approximate number of member employees therein
 - vii. A statement that the employee organization has in its possession proof of employee support as herein defined to establish that a majority of the employees in the unit claimed to be appropriate have designated the employee organization to represent them in their employment relations with CTESOA. Such written proof

shall be submitted for confirmation to the Manager or to a mutually agreed upon disinterested third party.

- viii. A request that the Manager formally acknowledge the petitioner as the recognized employee organization representing the employees in the unit claimed to be appropriate for the purpose of meeting and conferring in good faith. The petition, including the proof of employee support and all accompanying documentation, shall be declared to be true, correct and complete, under penalty of perjury, by the duly authorized officer(s) of the employee organization executing it.

Upon receipt of all of the information required hereof, the Board will request the Manager to compile a list of all employees in the appropriate bargaining unit. Upon receipt of such list from the Manager, the Board will issue to the employee organization an invitation for it to submit to an independent third party, designated by the Board, its authorization cards, or other evidence of employee support, to be checked by such independent third party against the list of employees prepared by the Manager.

If the independent third party reports to the Board that the employee organization has submitted evidence of employee support in excess of thirty percent (30%) of the employees employed by CTESOA as shown on the list of employees prepared by the Manager, the Board will direct that a secret ballot election be conducted by an independent third party, designated by the Board, among the employees of CTESOA in the appropriate bargaining unit. In order to allow sufficient time for the employees to consider and discuss among themselves the issue of representation by the employee organization, the election shall be conducted not earlier than thirty (30) days following the date on which the Board directs that the election be held. If the employee organization obtains in excess of fifty percent (50%) of the votes cast in the election (and provided that an appeal from the results of the election is not filed with the Board within ten (10) days from the date of the election), the Board will formally recognize the employee organization as the exclusive representative of the employees in the exclusive bargaining unit. If the employee organization does not obtain in excess of fifty percent (50%) of the votes cast in the election, the Board will formally decline to recognize the employee organization.

Within ten (10) working days from the date an election is held, the Manager or a participating employee organization may file a written appeal from the results of the election. The Board will investigate the appeal. If the Board finds that the contentions of the appealing party are supported by the evidence, and involve matters of such a nature as to have had a material impact on the outcome of the election, the Board will set aside the results of the election and direct that a new election be held. If the Board finds that the contentions of the appealing party are not supported by the evidence, or do not involve matters of such a nature as to have had a material impact on the outcome of the election, the Board will formally recognize or decline to recognize the employee organization in accordance with the results of the election.

- 3. **Limitations on Recognition.** Recognition pursuant to a secret ballot election shall be extended for a twelve (12) month period following the date on which the organization fails to obtain in excess of fifty percent (50%) of the votes cast in the election, the Board

will not entertain an application from such employee organization for recognition until twelve (12) months have elapsed from the date on which the Board formally declined to recognize the employee organization.

4. **Decertification.** Twelve (12) months after the date on which the Board formally recognizes any employee organization, or within thirty (30) days prior to the anniversary date of any written Memorandum of Understanding reached between CTESOA and any employee organization, the Manager, any employee organization, or any employee of CTESOA may file with the Board a request that exclusive recognition of the employee organization by the Board be revoked. Upon receipt of such a request, the Board shall follow the showing of employee support procedures of this section.

E. Resolution of Grievances

“Grievance” shall mean a dispute between an employee of the JPA and the JPA involving employer-employee relations including wages, hours, and/or any other terms or conditions of employment. In order to provide for the timely and equitable resolution of grievances, grievances shall be handled in the following fashion:

1. **Step 1.** An employee shall first discuss any grievance with his immediate supervisor. Within five (5) days after the employee and his immediate supervisor have conferred, the supervisor shall deliver a written decision to the employee and a copy of this decision to the Executive Director to be retained in the employee’s personnel file.
2. **Step 2.** If, after discussion with his immediate supervisor, and review of the decision of the supervisor, the grievance is not resolved to the satisfaction of the employee, the employee shall submit a written statement of his grievance to the officer designated by the Executive Director as the personnel officer. If the recognized employee organization has a grievance it shall begin the grievance procedure at this step by submitting a written statement of grievance to the personnel officer.

Upon receipt of the written statement of grievance, the personnel officer will review the grievance and within ten (10) working days shall deliver a written decision to the employee and copy of this decision to the Executive Director to be retained in the employee’s personnel files. The Executive Director may, for good cause, extend this timeline by informing the complaint of the need to do so in writing. A written decision regarding a grievance brought by any employee organization shall be given within five (5) working days to the employee organization representatives and a copy retained in CTESOA files.

3. **Step 3.** If the determination of the personnel officer is not satisfactory to the employee or employee organization, then a written request will be made to meet with the Executive Director to try to resolve the grievance. Within ten (10) days of receipt of this request the Executive Director shall schedule a mutually acceptable meeting date, time and location and shall give the requesting employee or employee organization written confirmation of that meeting time, date and location.

The meeting with the Executive Director shall in most cases be set during the employee's regular working hours and shall be paid time. The employee may request that a representative of the employee organization to which he is a member be present at this meeting, if applicable. Written notice of this request should accompany or be part of the employee request for a meeting.

Within five (5) days following the meeting, the Executive Director shall deliver to the employee his written decision regarding the grievance, with a copy of said decision to be retained in the employee's personnel file.

4. **Step 4.** If the employee or employee organization is not satisfied with the decision of the Executive Director, the grievant may file a written application for a hearing of his grievance before the Board. The Board is specifically empowered to provide rules of procedure in connection with the hearing of any grievances that arise hereunder. The Board, at the next regularly scheduled meeting, if it wishes to hear the appeal, may schedule a hearing to formally receive the written complaint and the investigation findings from the Executive Director. The Board of Trustees shall thereafter issue a written decision within 30 calendar days after said hearing.

At any time during the steps of the grievance procedure, the discussion may be taken back to a lower level for discussion and resolution, providing all parties agree.

CTESOA will not tolerate any form of retaliation against employees availing themselves of this procedure. The procedure should not be construed, however, as preventing, limiting, or delaying CTESOA from taking disciplinary action against any individual, up to and including termination, in circumstances (such as those involving problems of overall performance, conduct, attitude, or demeanor) where CTESOA deems disciplinary action appropriate.

F. No Right to Strike

Until such time as the Legislature of the State of California expressly provides that public employees, including employees of CTESOA, shall have the right to strike, employees of CTESOA are prohibited from engaging in any strikes, slowdowns, concerted absences from work, picketing, or any other form of economic action whatsoever against CTESOA. Employees who violate the provisions of this section shall be subject to immediate discharge or other disciplinary action deemed necessary by management. Employee organizations who participate in, sanction, or encourage employees of CTESOA to engage in conduct prohibited by this section shall be subject to injunctive relief and liable to CTESOA for damages, including attorneys' fees incurred in judicial actions undertaken to prohibit the conduct set forth herein.

G. Procedures to Implement Policy

Unless otherwise provided by the Board, the Manager shall be the representative of the Board in all matters concerning employer-employee relations pursuant to law and these rules and regulations. The President of the Board shall be the alternate representative to represent the Board in all such matters when the Manager is absent or otherwise unable to serve. The Manager shall prescribe any procedures that may be necessary for the orderly implementation of

these rules and regulations, provided that such procedures shall be consistent with the law and with all applicable CTESOA rules, regulations and agreements, and provided further that such procedures shall be submitted to the Board for approval.

POLICY TITLE: Electronic Communications

POLICY NUMBER: 5160

I. POLICY

CTESOA believes that employee access to and use of the Internet, e-mail, and other electronic communications resources benefits the JPA and makes it a more efficient and successful local public agency. However, the misuses of these resources have the potential to harm the JPA's short and long-term successes.

II. PURPOSE

To establish ethics, usage, and security policies to ensure that all employees use the computer resources, which the CTESOA has provided its employees, such as the Internet and e-mail, in an ethical, legal, and appropriate manner. This policy establishes what is acceptable, and what is unacceptable use of the Internet, e-mail, and other electronic communications.

III. PROCEDURE

A. Personal Telephone Calls.

Open lines of communication are critical to the success of CTESOA. As such, our telephones should generally be used for authorized JPA business only. Of course, we recognize that family emergencies may occur from time to time; in such instances, use of the telephones for personal matters is permitted. Employees should ask your family members and friends not to call at work unless it is an emergency.

B. Electronic and Telephonic Communications

CTESOA relies heavily on communication with employees through email assigned to every employee upon hire. It is required that every employee check their email at least once during every shift.

The use of any software and business equipment, including, but not limited to, pagers, radios, telephones, facsimiles, computers, the Internet, and copy machines for improper or illicit purposes is strictly prohibited.

Reasonable personal use of CTESOA software and business equipment, including, but not limited to, pagers, radios, telephones, facsimiles, computers, the Internet, and copy machines is permitted so long as this personal use is not excessive in the sole judgment of CTESOA.

Employees using this equipment for personal purposes do so at their own risk. Further, employees are not permitted to use a user name, password, code, access a file, or retrieve any

stored communication unless authorized to do so or unless they have received prior clearance from an authorized CTESOA representative.

All passwords or other access codes are the property of CTESOA. No employee may use a password or voice-mail access code that has not been issued to that employee or that is unknown to CTESOA. Moreover, improper use of the E-mail system (e.g. spreading offensive jokes or remarks, including on the Internet, will not be tolerated.) Employees who violate this policy are subject to disciplinary action, up to and including discharge.

To ensure that the use of electronic and telephonic communications systems and business equipment is consistent with CTESOA's legitimate business interests, authorized representatives of CTESOA may monitor the use of such equipment from time to time. This includes monitoring usage of any kind on any device. This may also include listening to stored voice-mail messages.

C. Internet

CTESOA provides access to the Internet. The Internet represents a useful tool for CTESOA in conducting its business, but like any other tool, it must be used properly. For purposes of this policy, Internet includes any public electronic data communications network.

Use of the World Wide Web includes all restrictions that apply generally to the use of CTESOA's E-mail and other electronic and telephonic equipment, as noted above. In addition, the following rules apply with respect to Internet usage:

1. No Browsing of Restricted Content Web sites: Accessing Web sites that contain pornographic or other illicit material is strictly prohibited.
2. No Downloading of Non-Business Related Data: CTESOA allows the downloading of files from the Internet, however, downloading files should be limited to those which relate directly to CTESOA business.
3. No Downloading of Application Programs: CTESOA does not permit the downloading or installation of application software from the Internet onto CTESOA computers. Such software may not only contain embedded viruses, but is also untested and may interfere with the functioning of CTESOA's standard applications.
4. No Use of Subscription-based Services without Prior Approval: Some Internet sites require that users subscribe before being able to use them. Users should not subscribe to such services without the express approval of the Executive Director.
5. No Violation of Copyright: Many of the materials on the Internet are protected by copyright. Even though they may seem to be freely accessible, many of the intellectual property laws which apply to print media still apply to software and material published on the Internet. Employees are permitted to print out Web pages and to download material from the Internet for informational purposes as long as the purpose for such copying falls into the category of "fair use". Please do not copy or disseminate material

which is copyrighted. Employees having any questions regarding such materials should contact the Executive Director for guidance.

D. Social Media Communications Policy

CTESOA understands the importance of social computing, networking and social media in today's world. Social media takes many forms including social media sites (Facebook, LinkedIn, Twitter, Snapchat, Instagram, etc.), blogs, wikis, file sharing sites, forums, discussion groups and chat rooms. Social Media can be an extremely effective way of marketing our JPA and expanding our interactions with employees, vendors and customers. While embracing new technologies, we also want to make sure that the JPA and our employees engage in social networking in a responsible manner.

This policy provides guidance on how to engage in social networking in a way to protect the interests of the JPA, its employees, vendors and customers. These guidelines supplement current JPA policies.

1. Social Networking Sites Should Not Be Considered Private.

Generally, information posted on social networking sites is public and employees should expect that such usage is not considered private.

2. JPA Policies Still Apply/Monitoring.

JPA policies still apply when using social media sites. Rules against harassment and inappropriate conduct and other rules contained in the Employee Handbook apply to an employee's on-line activities. Social media sites should not be used during work times unless for business-related activities. We may monitor employee social media communications to ensure compliance with JPA policies.

3. Use Common Sense/Think before you Post.

Employees are responsible for the content published on social media sites. CTESOA will regularly monitor social media postings of applicants and current employees. All applicants and current employees are held to the highest standards. The attitude and professionalism of all applicants and employees is always being evaluated based on many elements including social media.

4. Respect Others, Keep Disputes Offline.

Each employee is expected to abide by CTESOA policies, both online and offline. Rudeness, unprofessional behavior, and harassment will not be tolerated. Insubordination, threats, intimidation, and disrespect toward a manager/supervisor, coworker, patient, or vendor may result in discipline.

5. Protect Confidential Information.

Employees must respect the privacy of patients, customers, vendors and employees. Permission must be obtained before posting references to customers, vendors, and employees (e.g. compromising pictures or other information that was intended to be probate). Misuse or unauthorized disclosure of confidential information not otherwise available to persons or firms outside of CTESOA is cause for disciplinary action, including termination.

6. Speaking on Behalf of the JPA.

Only authorized employees may communicate information on behalf of the JPA. Without permission employees are not authorized to make statements, comments or press releases on behalf of the JPA.

7. Use of Intellectual Property

Employees must respect all copyright and other intellectual property laws. For CTESOA's protection, it is critical that laws governing copyright, fair use of copyrighted material and brands are abided by.

8. Productivity

Personal social media activities must not interfere with an employee's work activities.

9. Use social networking safely.

Employees must always review the applicable privacy and security settings to understand how much or little information is being shared.

10. No right to privacy

Employees do not have any right to privacy in any CTESOA computer resources, including e-mail messages produced, sent, or received by CTESOA computers or transmitted via CTESOA's servers and network. When employee access to the Internet and e-mail is controlled by use of a password, the existence of a password does not mean that employees should have any expectation of privacy. Employees must disclose their passwords to CTESOA upon request, and the CTESOA will maintain a file of all passwords currently in use. CTESOA may monitor the contents of all e-mail messages to promote the administration of the CTESOA, its business, and policies.

11. Misuse

Employees access to and use of the Internet, e-mail, and other electronic communications may be monitored at any time. Failure to follow this policy may lead to discipline, up to and including immediate termination. Disciplinary action may involve the removal of Internet and e-mail access from their computer or termination of employment with CTESOA

POLICY TITLE: Smoking

POLICY NUMBER: 5170

I. POLICY

To maintain a safe and comfortable working environment and to ensure compliance with applicable laws, smoking in CTESOA's offices and facilities is strictly regulated.

II. PURPOSE

This policy provides for and maintains a safe and healthy work environment for all employees.

III. PROCEDURE

Employees should become familiar with the areas throughout CTESOA's premises where smoking is either permitted or prohibited. These areas have been marked clearly. Because CTESOA may be subject to criminal and civil penalties for violations of applicable smoking laws, the JPA insists on strict adherence to this policy.

Smoking of any type of cigarette, including electronic, is not permitted in any CTESOA vehicle.

Smoking is not permitted in any area of CTESOA's facilities.

Smoking is not permitted on any hospital property.

Employees smoking in any non-smoking area are subject to disciplinary action.

POLICY TITLE: Drug and Alcohol Policy

POLICY NUMBER: 5180

I. POLICY

It is the intent of CTESOA to provide a working environment that is free from the use of illegal and non-prescribed drugs and alcohol. Alcohol or drug abuse will not be tolerated, and disciplinary action, up to and including termination, will be used as necessary to achieve this goal. This policy provides guidelines for the detection and deterrence of alcohol and drug abuse.

II. PURPOSE

The purpose of this policy is to eliminate substance abuse and its effects in the workplace. Substance abuse in this policy is defined as the use of alcohol, illegal drugs, prescription drugs or any other substance, which may impair an employee's ability to safely and effectively perform the functions of the particular job. In recognition of the public service responsibilities entrusted to the employees of the CTESOA, and that drug and alcohol usage can hinder a person's ability to perform duties safely and effectively, this policy against substance abuse is hereby adopted by the CTESOA.

III. PROCEDURE

A. Application

This policy applies to all employees of and to all applicants for positions with the CTESOA. This policy applies to alcohol and to all substances, drugs or medication, legal or illegal, which could impair an employee's ability to effectively and safely perform the functions of the job. This policy does not prohibit employees or groups of employees from participating in voluntary drug testing programs.

B. Applicable Rules

It is the policy of the CTESOA that employees shall not be impaired and under the influence of alcohol or drugs; nor possess alcohol or drugs while on JPA property, at work locations, while on duty or subject to duty; nor sell or provide drugs or alcohol to any other employee or to any person while such employee is on duty or subject to duty.

Provided the employee follows the following procedures, the use of medically prescribed medications and drugs is not a violation of this policy. It is the responsibility of the employee to notify his/her Supervisor, prior to beginning work, of any substance, which to the employee's knowledge, might interfere with the safe and effective performance of his or her duties or operation of CTESOA equipment. Failure to do so can result in discipline up to and including termination. In the event there is a question regarding an employee's ability to perform safely and effectively the duties of his/her job or operation of CTESOA equipment as a result of medications or drugs, clearance from a qualified physician may be required.

CTESOA reserves the right to search, without employee consent, all areas and property over which CTESOA maintains control or joint control with the employee. CTESOA may also notify the appropriate law enforcement agency that an employee may have illegal drugs in his or her possession or in an area not jointly or fully controlled by CTESOA.

CTESOA is committed to providing reasonable accommodation to those employees whose drug or alcohol addiction may qualify them as disabled under federal or state law.

C. Employee Responsibilities

The employee must:

1. Not report to work or be subject to duty while his/her ability to perform job duties is impaired due to on or off duty alcohol or drug use.
2. Not possess or use impairing drugs (illegal drugs and prescription drugs without a prescription) during working hours or while subject to duty, on breaks, during meal periods or at any time while in a CTESOA vehicle, facility or on CTESOA property.
3. Not possess or use alcohol during working hours or while subject to duty, on breaks, during meal periods or at any time while in a CTESOA operated facility or on CTESOA property.

4. Not directly or through a third party sell or provide drugs or alcohol to any person, including an employee, while either the employee or other employees are on duty or while subject to duty, on breaks, during meal periods or at any time while in a CTESOA vehicle, facility or on CTESOA property.
5. Submit immediately to an alcohol and drug test when required by this policy and when requested by the Executive Director or the employee's Supervisor.
6. Immediately complete and sign a consent form when required by this policy, releasing to CTESOA the results of any drug or alcohol test and consenting to such a test, when requested to do so by the Manager or Supervisor.
7. Notify his/her Supervisor, before beginning work, when taking any medications or drugs, prescription or non-prescription, that the employee knows may interfere with the safe and effective performance of duties or operation of CTESOA equipment.
8. Provide within 48 hours of request, bona fide verification of a current valid prescription for any potentially impairing drug or medication identified when a drug screen/test is positive. The prescription must be in the employee's name.
9. Notify the Manager within 10 days after conviction (including a plea of nolo contendere) for any drug offense occurring in the workplace.

D. Management Responsibilities and Guidelines

The Executive Director and supervisors are responsible for distribution and reasonable enforcement of this policy. The Executive Director and supervisors may request that any employee submit to a drug and alcohol test in accordance with the guidelines set forth herein.

Any Executive Director or supervisor encountering an employee who refuses an order to submit to a drug and/or alcohol test, upon request, shall remind the employee of the requirements and disciplinary consequences of this policy. Where there is reasonable suspicion that the employee is under the influence of alcohol or drugs, the Supervisor shall request that the employee remain at the workplace for a reasonable time until the employee can be safely transported home.

Except as otherwise provided in this section, the Executive Director or Supervisor shall not physically search the persons of employees, nor shall they search the personal possessions of employees without the consent of, and in the presence of, the employee, or without a valid search warrant.

The Supervisor shall notify the Executive Director when he has reasonable suspicion to believe that an employee may have alcohol and/or illegal drugs in his or her possession or in an area jointly or fully controlled by CTESOA. If the Executive Director concurs that there is reasonable suspicion of illegal alcohol and/or drug possession, the Executive Director, or a designee, shall notify the appropriate law enforcement agency.

E. Drug and Alcohol Testing Defined

Drug and/or alcohol tests consist of the compulsory production and submission of breath, urine or blood by an employee in accordance with this policy, for chemical analysis to detect prohibited drug or alcohol usage. The drug and/or alcohol test may test for any substance which

could impair an employee's ability to effectively and safely perform the functions of his or her job, including, but not limited to, prescription medications, heroin, cocaine, morphine and its derivatives, PCP, methadone, barbiturates, amphetamines, marijuana and other cannabinoids. An initial drug and/or alcohol test will be conducted. If the initial test has a positive test result, a confirmatory test will be performed after the initial positive result.

F. Drug and Alcohol Testing Guidelines

1. Pre-Employment Physical

- a. If required by CTESOA, all pre-employment physical examinations shall include drug and alcohol testing as defined herein. Applicants will be notified during the application process and prior to any such test being performed that a drug and/or alcohol test will be required as a condition to employment.
- b. A positive result from a drug and/or alcohol analysis may result in the applicant not being hired or the applicant's use of drugs and/or alcohol could affect requisite job standards, duties or responsibilities.
- c. If a drug screen is positive at the pre-employment physical, the applicant must provide within 48 hours of request, bona fide verification of a valid current prescription for the drug identified in the drug screen. If the prescription is not in the applicant's name or the applicant does not provide acceptable verification, or if the drug is one that is likely to impair the applicant's ability to perform the job duties, the applicant may not be hired.

2. Drug and Alcohol Testing During Employment

An employee who is involved in an accident or incident while on duty or subject to duty, or while on any property owned, leased or operated by CTESOA, in which any person is injured, or in which there is property damage estimated to be in excess of \$100.00 shall be sent for a drug and/or alcohol test. The employee shall be immediately transported to a medical facility where he or she shall submit to a drug and alcohol test.

As a condition of employment, employees may also be required to submit to CTESOA approved drug tests under circumstances that include, but are not limited to, the following:

- Where, in CTESOA's opinion, violations of safety rules or procedures are suspected;
- When an employee returns from any type of leave in excess of thirty (30) days;
- Where, in CTESOA's sole discretion, there is reasonable suspicion, as outlined in this policy, to believe an employee has been engaging in illegal drug use at any time, or working under the influence of alcohol;
- On a periodic basis for employees who return to work after participation in a rehabilitation program; and
- Annually.

3. Drug and Alcohol Tests Based on Reasonable Suspicion

The Executive Director and supervisors may request that an employee submit to a drug and/or alcohol test when a manager or supervisor has a reasonable suspicion that an employee is intoxicated or under the influence of drugs or alcohol while on duty or subject to duty.

“Reasonable suspicion” is defined as a belief based on objective facts sufficient to lead a reasonably prudent supervisor to suspect that an employee is under the influence of drugs or alcohol to the extent that the employee’s ability to perform the functions of the job is impaired or so that the employee’s ability to perform safely is reduced. Any of the following, alone or in combination, may constitute reasonable suspicion.

- Slurred speech;
- Alcohol odor on breath;
- Unsteady walking and/or movements;
- An accident involving CTESOA property;
- Physical altercations;
- Verbal altercations;
- Unusual behavior;
- Possession of alcohol or drugs;
- Disorientation or job impairment (inability to perform employee’s job in a routine manner);
- Inattentiveness;
- Intoxicated behavior;
- Information obtained from a reliable person who claims personal knowledge of any of the foregoing behaviors.

This is not an exclusive list of factors which may lead to a reasonable suspicion of drug or alcohol use while on duty or subject to duty.

The Executive Director or Supervisor requesting an employee to submit to a drug and/or alcohol test shall document in writing the facts constituting reasonable suspicion that the employee in question is intoxicated or under the influence of drugs.

Prior to the administration of any drug or alcohol testing, the Executive Director or Supervisor shall first obtain from the employee to be tested a complete and signed consent form. Refusal to sign the consent may be considered an insubordinate act resulting in disciplinary proceedings up to and including termination.

A positive result from any drug and/or alcohol test or analysis may result in disciplinary action, up to and including up to termination.

If the drug screen is positive, the employee must provide, within 48 hours of request, bona fide verification of a current valid prescription for the drug identified in the drug

test. The prescription must be in the employee's name. If the employee does not provide acceptable verification of a valid prescription, or if the prescription is not in the employee's name, or if the employee has not previously notified his or her Supervisor of the presence of the impairing substance prior to beginning work, the employee may be subject to disciplinary action up to and including termination.

G. Confidentiality

Laboratory reports or test results shall not appear in an employee's general personnel folder. Information of this nature will be contained in a separate confidential medical folder that will be securely kept under the control of the Executive Director. Disclosures, without employee or patient consent, may also occur when the information is compelled by law, judicial, or administrative process; the information has been placed at issue in a formal dispute between CTESOA and the employee; the information is needed by medical personnel for the diagnosis or treatment of the employee or a patient who is not able to authorize disclosure; the information is to be used in administering an employee benefit plan.

H. Disciplinary Action

Disciplinary action, up to and including termination, may be taken against an employee for any of the following reasons: failure to comply with any of the employee's responsibilities as set forth herein; positive results from any drug or alcohol test.

POLICY TITLE: Safety and Health

POLICY NUMBER: 5190

I. POLICY

All CTESOA employees are expected to work diligently to maintain safe and healthful working conditions and to adhere to proper operating practices and procedures designed to prevent injuries and illnesses.

II. PURPOSE

CTESOA is committed to providing a safe and healthy working environment. CTESOA's policy is aimed at minimizing the exposure of our employees, customers, and other visitors to our facilities to health or safety risks.

III. PROCEDURE

A. Employee Responsibilities

The responsibilities of all employees of CTESOA maintaining safe and healthful working conditions include:

1. Exercising maximum care and good judgment at all times to prevent accidents and injuries;
2. Reporting all injuries to supervisors and seeking first aid, regardless of how minor;
3. Reporting unsafe conditions, equipment, or practices to supervisory personnel;
4. Using safety equipment provided by CTESOA at all times;
5. Conscientiously observing all safety rules and regulations at all times;
6. Notify supervisory staff, before the beginning of the workday, of any medication they are taking that may cause drowsiness or other side effects that could lead to injury to them and their coworkers;
7. Know the locations of all fire and safety exits;
8. Never use compressed air to clean clothing you are wearing;
9. Smoke only in areas designated as smoking areas;
10. Never attempt to catch falling objects;
11. Non-slip (Postal Approved) shoes must be worn at all times;
12. Make certain all emergency equipment, such as fire extinguishers, alarms, and exit doors, is accessible at all times;
13. Horseplay and practical jokes are prohibited;
14. Maintain all equipment in good repair; and
15. Know and be familiar with all CTESOA Health and Safety Plans.

POLICY TITLE: Vehicle Cost Reimbursement

POLICY NUMBER: 5200

I. POLICY

It is the policy of CTESOA to reimburse staff for reasonable and necessary expenses incurred in connection with approved travel on behalf of the JPA.

II. PURPOSE

To ensure CTESOA employees are adequately compensated for personal expenses incurred on behalf of the JPA.

III. PROCEDURE

When an employee is authorized to use his/her personal vehicle in the performance of CTESOA work, he/she shall be reimbursed for the cost of said use on the basis of total miles driven and at the rate specified in the Internal Revenue Service Guidelines in effect at the time of said usage.

Proof of adequate insurance covering collision, personal injury and property damage may be required for employees using a personal vehicle in the performance of CTESOA work.

Staff travel must be authorized. Travelers should verify that planned travel is eligible for reimbursement before making travel arrangements. Within 30 days of completion of a trip, the traveler must submit a travel reimbursement form and supporting documentation to obtain reimbursement of expenses. An individual may not approve his or her own travel or reimbursement. The reimbursement must be approved by the executive director or a designee.

POLICY TITLE: Employee Benefits and Pay Period

POLICY NUMBER: 5210

I. POLICY

Eligible employees will have access to health benefits as authorized by the Board of Directors.

II. PURPOSE

To assist employees in providing for personal healthcare and wellness needs.

III. PROCEDURE

A. Benefits

1. **Medical Insurance.** Medical benefit coverage will be provided to employees as set forth in applicable Board resolution and benefits schedule.
2. **Workers' Compensation Insurance.** All CTESOA employees will be insured against injuries and illnesses incurred while on the job as required by State law.

B. Pay Period

The salaries and wages of all CTESOA employees shall be paid on a bi-weekly basis.

The advancement of wages will not be allowed.

POLICY TITLE: **Performance Evaluations**

POLICY NUMBER: **5220**

I. POLICY

Annual performance evaluations will be made. Evaluations shall provide recognition for effective performance and also identify areas requiring improvement. Annual performance reviews shall be necessary to advance to the next salary step.

II. PURPOSE

The performance evaluation provides a means for discussing, planning and reviewing the performance of each employee.

III. PROCEDURE

Performance evaluation discussions will be held over a designated period on an annual basis. They will be arranged by each employee's direct supervisor. Supervisors are encouraged to provide the opportunity for an additional 6 month or mid-year verbal review, and other informal reviews as necessary throughout the year.

The evaluation discussion will be held in private. All evaluation documents should be issued to both parties prior to the discussion, in order to allow time for both parties to reflect and prepare. These will provide a framework and focus for the discussion.

The performance evaluation will be discussed and signed by both the employee and the manager to ensure that all strengths, areas for improvement and job goals for the next review period are clearly communicated. The completed performance evaluation will be retained in the employee's personnel file.

A supervisor is responsible for submitting the approved and final performance evaluation to the Executive Director, or designee, for review and recordkeeping purposes.

POLICY TITLE: **Guidelines for Accepting Gifts**

POLICY NUMBER: **5230**

POLICY:

An employee may not accept gifts, entertainment, and/or other services or benefits from individuals or companies doing or seeking to business with CTESOA, unless the value is less than the limits set by the Fair Political Practices Commission for elected officials (see Government Code § 89503 and FPPC Regulation 18540, et seq.).

POLICY TITLE: **Nepotism**

POLICY NUMBER: 5240

I. POLICY

Nepotism is generally defined as the practice of an employee using personal influence or power to aid or hinder another in an employment setting in securing employment, promotion or other benefits because of a personal relationship. No employee may use power or influence to aid or hinder another in securing employment, promotion or any other benefit of employment due to a personal relationship. Personal relationships include, but are not limited to, those by virtue of blood, marriage, adoption or cohabitation

II. PURPOSE

This purpose of this policy is to establish standards governing, among other things, the hiring, promotion, termination, salary, performance evaluations, or other decisions concerning the employment of a member of any CTESOA employee's family or household.

III. PROCEDURE

- A. CTESOA employees associated by blood, marriage, adoption or cohabitation shall not work for the same supervisor; or have a direct or indirect supervisor/subordinate relationship. This policy applies to all categories of employees. Supervisors should be aware of potentially sensitive situations involving personal relationships within their area of responsibility.
- B. CTESOA recognizes there may be situations where two individuals who have a personal relationship may appropriately be allowed to work in the same department without adverse impact. The Executive Director must be notified when:
 - 1. The work of employees, or the fair and impartial supervision and evaluation of employees has been adversely affected by a personal relationship.
 - 2. Nepotism concerns arise as a result of changed circumstances after hiring (e.g. marriage).
- C. When situations arise that have, or could be perceived as having, adverse impact on the work of the Department or the employees, the safety and morale of the employees, or the fair and impartial supervision and evaluation of employees, the issue of nepotism may be negated by the reassignment of one of the two affected employees. If necessary, the Executive Director will identify and discuss an acceptable remedy.
- D. Exceptions to this anti-nepotism policy may be appropriate based upon merit principles and/or recruitment difficulty. When consideration is being given to employment of an individual, or to continue employment of an individual, in a position that would create a violation of this anti-nepotism policy, a written justification and request for exception must be prepared by the Executive Director for review. The Executive Director will review the request and has sole authority to approve exceptions to this anti-nepotism policy on a case-by-case basis.

POLICY TITLE: Whistleblower

POLICY NUMBER: 5241

I. POLICY

CTESOA strives to conduct all its activities in a responsible, legal and accountable manner. In furtherance of this goal, all CTESOA employees are encouraged to report either orally or in writing to their immediate supervisor, or alternate line of authority as hereafter described, all information of activity by a CTESOA department or employee that may constitute:

- A violation of federal, state, or local law or regulation
- Financial fraud
- Substantial or specific danger to the employee's or public's health and safety
- Unethical conduct and practices

This policy is supplemental to California Labor Code § 1102.5.

II. PURPOSE

The purpose of this policy is to establish procedures for employees of CTESOA to report illegal or unethical activities.

III. PROCEDURE

- A. Any CTESOA employee who, in good faith, reports such incidents as described above will be protected from threats or retaliation, discharge, or other types of discrimination, including but not limited to, compensation or terms and conditions of employment that are directly related to the disclosure of such reports. In addition, no employee may be adversely affected because the employee refused to carry out a directive, which in fact, constitutes fraud or is a violation of federal or state law.
- B. Insofar as possible, the identity of the whistleblower will remain confidential. However, CTESOA reserves the right to disclose the identity of the whistleblower if, in the CTESOA's absolute discretion, the identity may have to be disclosed to conduct a thorough investigation, to comply with applicable laws and/or to provide accused individuals their legal rights of defense.
- C. Any employee who wants to report information of alleged improper activity or unlawful activity as described above should contact his or her immediate supervisor, or the supervisor's manager. If the employee is uncomfortable for any reason addressing such concerns to their supervisor or the manager of such supervisor, the employee may contact the Executive Director or CTESOA General Counsel. The contact information is provided below. Employees are encouraged to provide as much specific information as possible including names, dates, places, and events that took place, the

employee's perception of why the incident(s) may be a violation, and what action the employee recommends be taken. Employees will receive a reply to their report within twenty (20) business days or as soon as practicable thereafter.

- D. Elected officials, citizens, contractors or any others are also encouraged to report such alleged improper or unlawful activity in accordance with this Policy.

Contacts:

Executive Director
CTESOA

2951 Lake Tahoe Blvd

South Lake Tahoe, CA 96150

(530) 542-6162

CTESOA General Counsel

Lozano Smith

One Capitol Mall, Suite 640

Sacramento, CA 95814

(916) 329-7433

POLICY TITLE: Citizen Complaints

POLICY NUMBER: 5242

I. POLICY

It shall be the policy of the JPA to accept citizen complaints alleging misconduct on the part of JPA personnel. Investigations shall be conducted in accordance with this policy and any other applicable policy, law, or regulation. JPA policies shall be developed, approved, and

implemented in accordance with the Brown Act and applicable JPA bylaws, policies, and procedures.

II. PURPOSE

The purpose of this policy is to promote the efficient, fair, and impartial administration JPA services that the public has a right to expect, to protect JPA employees against false accusations of misconduct, and to maintain public trust with respect to the JPA.

III. PROCEDURE

A. Definitions

1. Complaint Categories

- i. Category 1: A complaint that alleges criminal wrongdoing which constitutes a felony violation of law
- ii. Category 2: A complaint that alleges criminal wrongdoing which constitutes a misdemeanor violation of law
- iii. Category 3: A complaint that alleges noncriminal wrongdoing including, but not limited to, the violation of any rule, procedure, policy, or lawful order of the JPA, or the negligence in the performance of a duty

2. Citizen Complaint: A complaint is an allegation of misconduct made by any person against any employee of the JPA. A complaint may be an oral or written expression of misconduct and is filed with the JPA.

3. Complaint Report: A form documenting the substance of a citizen complaint and the complainant to be completed by the complainant whenever possible or a JPA employee. The form shall be developed by designated JPA employees and approved by the Executive Director. The form may be revised from time to time as appropriate provided that such revisions shall be approved by the Executive Director.

- #### 4. Disposition: The status assigned to a citizen complaint at the completion of the case by the Executive Director. Only the following categories will be used:
- i. Not Sustained, Unfounded: The disposition assigned to a complaint where the allegation is false and not supported by the evidence.
 - ii. Not Sustained, Inconclusive: The disposition assigned to a complaint where there is insufficient evidence or where there are insufficient facts to prove or disprove the allegation made in the complaint.
 - iii. Not Sustained, Exonerated: The disposition assigned to a complaint where the alleged act or omission did occur but was lawful and proper.
 - iv. Sustained: The disposition assigned to a complaint where the alleged act or omission did occur and constitutes misconduct

5. Finding(s)/Conclusion(s): Results of the investigation including the observations and conclusions of the Internal Affairs Investigator based on the facts brought forth after a fair and impartial investigation.
 6. Internal Affairs Investigator: The Executive Director or employee assigned by the Executive Director to investigate an individual complaint. If the Internal Affairs Investigator is not the Executive Investigator it should be an employee senior in rank to the person who is the object of the investigation. This may and usually would be the employee's direct supervisor.
 7. Misconduct:
 - i. The commission of a criminal offense
 - ii. The violation of any rule, procedure, policy, or lawful order of the JPA
 - iii. Negligence in the performance of duty
 8. Person
 - i. A private individual
 - ii. An employee of the JPA
 - iii. An employee or representative of any other private or public organization
- B. Acceptance of Complaints
1. All citizen complaints, whether verbal or written, in-person or by telephone, or where the complaint is known or anonymous shall be documented by employees of the JPA.
 2. Complaints shall be referred to the Executive Director. If the Executive Director is not available, sufficient information shall be taken to allow the Executive Director to follow-up on the complaint at the earliest opportunity.
- C. Off-Duty Conduct Complaints
1. Citizen complaints arising from an employee's off-duty conduct or actions shall be closely scrutinized by the Executive Officer. If the allegations meet any of the following criteria the complaint shall be investigated in accordance with JPA policy:
 - i. The employee's alleged actions or conduct involve the JPA or the employee injected the JPA into his/her actions or conduct. The fact that the complainant is simply aware that a person is employed by the JPA is not sufficient to provide nexus to the JPA.
 - ii. The employee's alleged conduct is of an illegal **or immoral nature**, or constitutes a JPA policy violation.
 - iii. The employee's alleged actions or conduct have brought discredit to the JPA **or are of a highly questionable nature**.
- D. Complaint Procedure
1. The following procedure will be followed in responding to public complaints:
 - i. Any citizen requesting information on the citizen complaint process shall be provided with a copy of this policy

- ii. Upon initial receipt of a citizen complaint, whether written or verbal, in person or by telephone, where the complainant is known or anonymous, the complainant shall be informed of the existence of this policy and provided a copy if the complainant so desires.
- iii. All complaints alleging misconduct on the part of a JPA employee shall require the completion of a Complaint Report. Whenever possible the complainant shall complete the Complaint Report. Written complaints shall be attached to a completed Complaint Report. If the written complaint was received in the mail, an attempt to provide the complainant with a Complaint Report should be made.
- iv. If the complaint is received from an anonymous person, the receiving employee shall inform the complainant of the availability of formal complaint procedures. Additionally, the complainant shall be advised that although the complaint will be investigated, the statement of the anonymous complainant will not be used as evidence under these procedures because the information would constitute hearsay. The employee receiving an anonymous complaint shall complete a Complaint Report as completely as possible. An effort must be made to obtain sufficient information to allow the determination of the charges, since later contact with the complainant will normally be impossible. The employee receiving the complaint shall indicate "anonymous complaint" in the signature block provided for the complainant.
- v. All citizen complaints will be referred directly to the Executive Director or his/her appointed designee.

E. Retention of Complaints and Investigations

- 1. All records of citizen complaints and related investigation documents shall be retained for no less than 5 years.
- 2. Records and files that are subject to civil litigation or criminal proceedings shall be retained until the final adjudication of the matter.

F. Responsibility to Maintain Records

G. Custodian of Records

- 1. The Executive Director shall maintain separate personnel complaint investigation files. These files shall be under the care and custodianship of the Executive Director or his/her designee.

H. Confidentiality of Investigations

- 1. All personnel complaint investigations are confidential in accordance with Penal Code Section 832.7, and are discoverable only pursuant to Evidence Code Section 1043 and 1046. All motions for discovery and issues regarding discovery of records covered by Penal Code Section 832.7 shall be forwarded to the Executive Director for appropriate action.

2. Complaint investigations shall not be released to any JPA employees except for those employees involved in the administration of the complaint process or those employees who are assigned to investigate the complaint. The release of investigations to JPA employees who are the subject of the investigation shall only be done when coordinated with the Executive Officer.
 3. Complaint investigations are not considered part of or to be included in an employees' personnel file. Investigative documents pertaining to complaints of misconduct will not be placed into employees' personnel file. Information documenting adverse actions that were taken as a result of an investigation of a citizen complaint that was found to be "sustained" and the appropriate findings/conclusions of the investigation will be placed in the affected employee's personnel file in accordance with appropriate adverse action policies.
- I. Timely Completion of Investigation
1. Citizen complaint investigations shall be completed within 30 calendar days of the acceptance of the complaint. With appropriate showing of cause, the Executive Director may extend the investigation deadline not to exceed an additional 30 days.
- J. Internal Affairs Investigators
1. Internal affairs investigators are charged with determining the validity of the citizen complaint, establishing facts, and are equally interested in establishing innocence as well as guilt.
 2. To successfully complete an unbiased investigation, internal affairs investigators are required to abide by all laws, policies, and procedures as they apply to employee rights and rules of evidence. Internal affairs investigators are authorized to interview any employee and obtain written statements and gain access to other relevant information in regard to an ongoing investigation.
- K. Citizen Complaint Investigation Report
1. Upon completion of the investigation, the Internal Affairs Investigator will prepare a complete written report. The completed report shall be delivered to the Executive Director. The completed investigation report is to include but is not limited to:
 - i. The original complaint and all subsequent statements of the complainant
 - ii. Statements of all witnesses
 - iii. Descriptions and analysis of all evidence
 - iv. Statements of all involved personnel
 - v. All other related reports
 - vi. Statement of facts as determined by the Internal Affairs Investigator
 - vii. Findings, Opinions, and Conclusions. The investigator shall state his/her opinions and conclusions and the reason for the findings in connection with each allegation investigated.

L. Closing Completed Investigations: Employee Notification

1. The Executive Director shall ensure that all completed citizen complaint investigations are discussed with the employee subject to the complaint the employee shall be afforded all rights as designed in the Government Code in regards to reviewing the complaint or the final report.
2. After reviewing the complaint investigation with the employee, the Executive Director shall provide the employee with a written closing notification.
3. After reviewing the complaint investigation with the employee, the Executive Director shall provide the employee with a written closing notification. The closing notification will list each allegation, the finding, and disposition. The employee shall be furnished a copy of the closing notification. If the disposition of any allegation addressed by the investigation is “sustained,” the Executive Director shall ensure that the written closing notification includes the reason the allegation was sustained and appropriate corrective action.
4. If the disposition of any allegation addressed by the investigation is “sustained,” the written closing notification will also contain an advisement informing the employee that a copy of the closing notification will be placed in his or her personnel file, and the employee’s right to respond in accordance with Government Code section 3256. The employee shall be requested to sign the closing notification. Should the employee refuse to sign the notification, that fact should be noted on the correspondence and signed or initialed by the employee.
5. If “sustained” allegations warrant disciplinary action against an employee, the written closing notification shall indicate that an adverse action is being processed in accordance with the procedures contained in California Tahoe Emergency Services Operations Authority Policy 5120.
6. If “sustained” allegations warrant a criminal complaint, all appropriate constitutional protections will be afforded to the employee.
7. Corrective action may be in the form of employee counseling, written directive, or disciplinary action. In addition, the correspondence shall include any suggested methods for the proper handling of similar situations in the future.

M. Closing Investigations: Complainant Notification

1. When a citizen complaint investigation is completed, the Executive Director shall notify the complainant that the investigation is completed. In some instances where the Executive Director feels contact with the complainant would not be in the best interest of the JPA, contact is at the discretion of the Executive Director. In those instances where the complainant is not contacted, the Executive Director shall place a memo in the complaint investigation file explaining why contact was not made. The closing notification to the complainant shall include the following:
 - i. A brief paragraph discussing each of the complainant’s specific allegations

- ii. Advise the complainant that an internal investigation was conducted. State that the findings of the investigation cannot be released by legal statute.

Outstanding Issues

- CPRA
 - Confidentiality of Investigations
 - All personnel complaint investigations are confidential in accordance with Penal Code Section 832.7, and are discoverable only pursuant to Evidence Code Section 1043 and 1046. All motions for discovery and issues regarding discovery of records covered by Penal Code Section 832.7 shall be forwarded to the Executive Director for appropriate action.
 - Can findings be released
 - Not finding an applicable exemption other than peace officers – the above should probably be revised
- Citizen Complaint Log
 - Maybe include, but no apparent requirement

RECORD-KEEPING/QUALITY MANAGEMENT POLICIES

POLICY TITLE: Continuous Quality Improvement

POLICY NUMBER: 6010

Purpose:

To implement a consistent Continuous Quality Improvement (CQI) program with a focus on improving emergency medical services as an EMS provider in El Dorado County. CQI is a mandatory, peer driven process that is intended to function cohesively with other EMS providers and the base hospital within our EMS system. CTESOA CQI program shall comply with CA State law and regulations. The goal is to identify issues, trends and training needs to ultimately improve the system collectively.

AUTHORITY: California Code of Regulations TITLE 22 Soc Sec Division 9, Pre-Hospital Services EMS Chapter 12, section 100402 EMS Service Provider Responsibilities, 100404 Local EMS Agency

Positions:

Continuous Quality Improvement Coordinator (CQIC)- CTESOA shall designate a CQI Coordinator that will be a paramedic. The CQI Coordinator should be a paramedic who has extensive knowledge and experience in El Dorado County and understands the CQI responsibilities. The CQI Coordinator shall oversee all general CQI processes including collection, identification of performance problems, performance improvement and overall system

improvement. The CQI Coordinator shall attend and represent CTESOA at all monthly El Dorado County EMS CQI Committee meetings. The CQI Coordinator shall report any issues or findings to the Committee for overall review. The CQIC may also choose to designate an “Assistant” or “Alternate” to assist and fill in where needed.

EMT/PARAMEDIC- All CTESOA Paramedics and EMTs are mandated participants in the CQI program. Each individual shall participate in appropriate PCR review as outlined here within. In addition to PCR review, all participants shall communicate incidents of concern or commendation to CTESOA Management and the CQIC.

ALLIED AGENCIES- All allied agencies and/or their personnel are encouraged to provide feedback for improvement, or commendation. For appropriate situations, the information shall be forwarded to the CQI representative to review, and take appropriate action as outlined in this policy. Potential or questionable violations of the Health and Safety Code, Section 1798.200, shall be reported directly to CTESOA Management and the CQIC and the El Dorado County EMS Agency.

POLICY: CTESOA requires all personnel to provide excellent customer service at all times. All PCRs containing Skills, Field Procedures, and Treatments that meet “CQI criteria” shall be reviewed and evaluated. Completed PCRS shall be posted and marked as finished prior to going off shift. A copy of any calls with concerns or code 3 returns shall be placed in CQI Folder for prompt review by CTESOA Management and the CQIC. Reviewed CQI should be separated from unreviewed CQI. This task shall be performed only at the station, and only on CTESOA provided equipment, by all Paramedics and EMTs in accordance with the procedure as follows.

PROCEDURE: CTESOA paramedics and EMTs shall create a CQI copy of each PCR that caused a concern and all code 3 returns. All patient names and demographic information shall be redacted to maintain confidentiality. Review of Patient Care Reports (PCR’s) for CQI purposes shall be performed by the CQIC.

If a CQI issue or performance problem is identified, it shall be brought to the attention of the CQIC who then forwards the issue to CTESOA Management. These issues will be handled by CTESOA Management using the CQI Performance Improvement Plan (PIP), described below. Identification of potential CQI concerns should be classified into one of three categories;

“HUMAN ERROR” – Inadvertent action. Examples: Documentation errors, Assessment Errors, Treatment Errors or Omissions occurring in low frequency.

“AT RISK BEHAVIOR” – To do something in a way that unintentionally can impose a chance for harm to occur. Assessment Errors or, Treatment Errors.

“RECKLESS BEHAVIOR” – Choosing an action that knowingly puts themselves or others in harm’s way. The risk is identified but ignored.

A Personal Improvement Plan (PIP) shall result in cases deemed reckless behavior or at the discretion of CTESOA Management and the CQIC. It is the intent that CQI review is to be used for improvement of the overall EMS system and not solely for individual disciplinary issues.

The CQIC shall review all high-profile calls forwarded to him or her. The CQIC shall provide any feedback or educational recommendation to the involved individuals and the CQI Committee as necessary.

- a) All such events should be placed on an El Dorado County Emergency Medical Services Authority (EMSA) Event Report Form. Once the CQI representative has reviewed the report with the individual(s) and with the CQI committee as appropriate, the report shall be placed in a secure CQI folder for no less than one year. After one year the report shall be destroyed. All CQI event reports shall be kept confidential between the individual(s) and the CQI representative. For purposes of review by the CQI committee, all patient names and demographic information shall be redacted to maintain confidentiality.
- b) The CQIC shall monitor all event reports and identify any problems or trends. CTESOA Management and the CQIC shall develop and oversee any educational programs including Personal Improvement Plans (PIP) that will enhance or improve individual or system performance.
- c) The CQI Coordinator shall monitor compliance with the provisions of the PIP. Noncompliance with the provisions of the PIP, for any reason, by the employee, shall be considered a job performance issue outside the scope of the CQI policy. The CQIC shall notify CTESOA Management through the chain of command of any noncompliance issues.

PERSONAL IMPROVEMENT PLAN (PIP)- A Personal Improvement Plan is an individualized educational plan designed on a case by case basis, to improve an individual's deficiencies or trends that have come to light from the CQI process. The PIP shall be drafted by CTESOA Management the CQIC in coordination with a Field Training Officer and the individual involved. The PIP shall be approved by the Executive Director prior to implementation. This team may request assistance from the EMSA, and the El Dorado County Medical Director as appropriate. The Executive Director will oversee the completion of the PIP.

The purpose of any PIP shall be to educate and assist the individual Paramedic or EMT to improve that individual's performance. A PIP is intended to be confidential between the Executive Director, CQIC the FTO, and the individual involved. Any person being assigned a PIP shall participate and complete then PIP within the time allotted. The educational objectives and time frame of the PIP will vary, as these are specific to the needs of the individual. If the individual willfully does not participate, is unable to complete, or fails to complete the PIP, the matter shall be handled by CTESOA Management and the CQIC and forwarded to the Executive Director. HIPPA protects all information within the PIP that identifies specific patient information. The PIP will not be designed as a disciplinary tool, but an educational tool. The PIP's use in any disciplinary process will be triggered only by noncompliance with the CQI process of performance improvement as demonstrated by the individual, recognized by the CQIC Representative, FTO, CTESOA Management or the Executive Director.

CQI

The following items identify PCR's that meet CQI criteria and should be placed in the station CQI file. CQI shall be completed on a month-to-month basis and turned in no later than the 5th of the following month. (Example- August CQI completed and turned in by September 5th)

1. Chart Review:

- a. Call Types
 - i. Code 3 returns
 - ii. MCIs
 - iii. Air Ambulance
 - iv. STEMIs
 - v. Strokes
 - vi. Pediatric
 - vii. Trauma Criteria
 - viii. EMT Calls
2. Continuous Quality Improvement Coordinator (CQIC) Review
 - a. The CQIC is to review all reports in the CQI folder and should identify reports that should be brought forward
 - b. These reports are eligible to be discussed at:
 - i. El Dorado County EMS CQI meetings
 - ii. Local agency CQI meetings
 - iii. Base Stations

Action to Improve

When issues are identified, they are noted on the CQI form, then sent to the CQIC for him or her to determine the next appropriate course of action.

1. Areas for improvement
 - a. If the issue is a minor concern, the information is brought to the attention of the author of PCR with possible changes needed.
 - b. A minor concern may be spelling, grammar, improper use of abbreviations. Generally, issues isolated to documentation.
2. Areas of concern
 - a. If “Human Error” issues are identified such as a medication or treatment error, or other issue of concern, an email is to be sent to the originating Paramedic or EMT with CTESOA Management cc’d. Remediation of Paramedic or EMT when necessary.
 - b. The operations manager and the CQIC is responsible for following up with that Paramedic or EMT to understand the reason for the occurrence.
 - c. Areas of concern are broader and will include minor treatment, patient care or medication issues.
3. Significant Areas of Concern
 - a. “At Risk Behavior” or Reckless Behavior” errors should be sent in an email to CTESOA Management.
 - b. PIP and incident report are to be filed.

Education and Training

Ongoing trainings are to be performed to be able to continue to provide high quality care to all patients. Many resources used to accomplish trainings such as a few described below.

- Target Solutions.
- Reviewing CQI Buckets
- In house trainings
- Other local EMS agencies

POLICY TITLE: Pre-Hospital Documentation

POLICY NUMBER: 6020

I. POLICY

JPA employees shall appropriately document all patient care in conformance with regulations and local policy/procedure.

II. PURPOSE

The purpose of this policy is to ensure that appropriate documentation of pre-hospital patient care is completed for each patient in conformance with local EMS policy/procedure.

III. PROCEDURE

A. A patient care record (PCR) documenting patient assessment and all care provided by pre-hospital personnel shall be completed for each response.

1. The PCR shall be completed in conformance to El Dorado County EMS Policy #100.006 “Pre-hospital Care Documentation”.

2. If patient care services were not required, this will be documented reporting the reason the service was cancelled or refused.

B. Pre-hospital personnel shall ensure that, whenever possible, the PCR is completed in a timely manner.

1. Every effort should be made to complete the PCR within sixty (60) minutes of arrival at the receiving hospital.

3. The paramedic shall ensure that the completed documentation is provided to the hospital within six (6) hours of the call.

C. If changes to the submitted version of a PCR become necessary; the originating medic shall modify the report by creating an addendum.

1. Redistribute all available copies of the PCR.

3. Include the reason for the addendum in the narrative section of the PCR.

4. Note the date and time the modification was made along with the initials of the individual making the modification(s).

5. Under no circumstances shall modifications to a PCR be made by any individual not participating in the response, unless it is a correction pertaining to patient billing information.

D. Copies of the PCR shall be distributed to **Barton** Hospital and elsewhere per department policy.

TRANSPORT/PATIENT DESTINATION POLICIES

POLICY TITLE: 9-1-1 Patient Destination

POLICY NUMBER: 7010

I. POLICY

[NEED JPA INFO]

II. PURPOSE

[NEED JPA INFO]

III. PROCEDURE

1. All 911 calls will be transported to the Base Station Hospital (Barton Memorial) unless:
 - a. The base station physician diverts the patient to another facility
 - b. The patient meets alternate destination criteria as established per EL Dorado County EMS protocol

POLICY TITLE: Utilization of Air Ambulance

POLICY NUMBER: 7020

I. POLICY

[NEED JPA INFO]

II. PURPOSE

[NEED JPA INFO]

III. PROCEDURE

Utilization of an air ambulance will be subject to El Dorado County Air Ambulance Utilization Policy

POLICY TITLE: Wait and Return

POLICY NUMBER: 7020

I. POLICY

[NEED JPA INFO]

II. PURPOSE

[NEED JPA INFO]

III. PROCEDURE

[NEED JPA INFO]

POLICY TITLE: State Law and Regulations

POLICY NUMBER: 7030

I. POLICY

[NEED JPA INFO]

II. PURPOSE

[NEED JPA INFO]

III. PROCEDURE

1. California Code of Regulations, Title 13, Section 1103, Required Ambulance Equipment
2. California Code of Regulations, Title 22, Division 9, Pre-hospital Emergency Medical Services, Chapter 2. Emergency Medical Technician
3. California Code of Regulations, Title 22, Division 9, Pre-hospital Emergency Medical Services, Chapter 4. Emergency Medical Technician - Paramedic
4. California Health and Safety Code Division 2.5, Salutatory Requirements Related to Emergency Medical Services
5. California Vehicle Code, Section 2418.5, Ambulance Resuscitator Requirements
6. El Dorado County Ambulance Ordinance, Section 8.74

FORMS (to be developed)

Appendix (to be developed)

APPENDIX C Contents: Org Charts- Personnel Lists- Resumes

Comm Center Org Chart

CTESOA Org Chart

Fallen Leaf Lake Fire Dept. Org Chart

Lake Valley Fire Protection District Org Chart

SLT Fire and Rescue Org Chart

CTESOA Personnel Roster

Galvan (Galinski) Resume

Kirby Resume

Kieffer Resume

Johnson Resume

Wagoner Resume

Fallen Leaf Lake Fire Dept Personnel Roster

Anderson Resume

Anton Resume

Heng Resume

Jackson Resume

Labrado Resume

LaChapelle Resume

Long Resume

Nerdahl Resume

Pevenage Resume

Yuzbick Resume

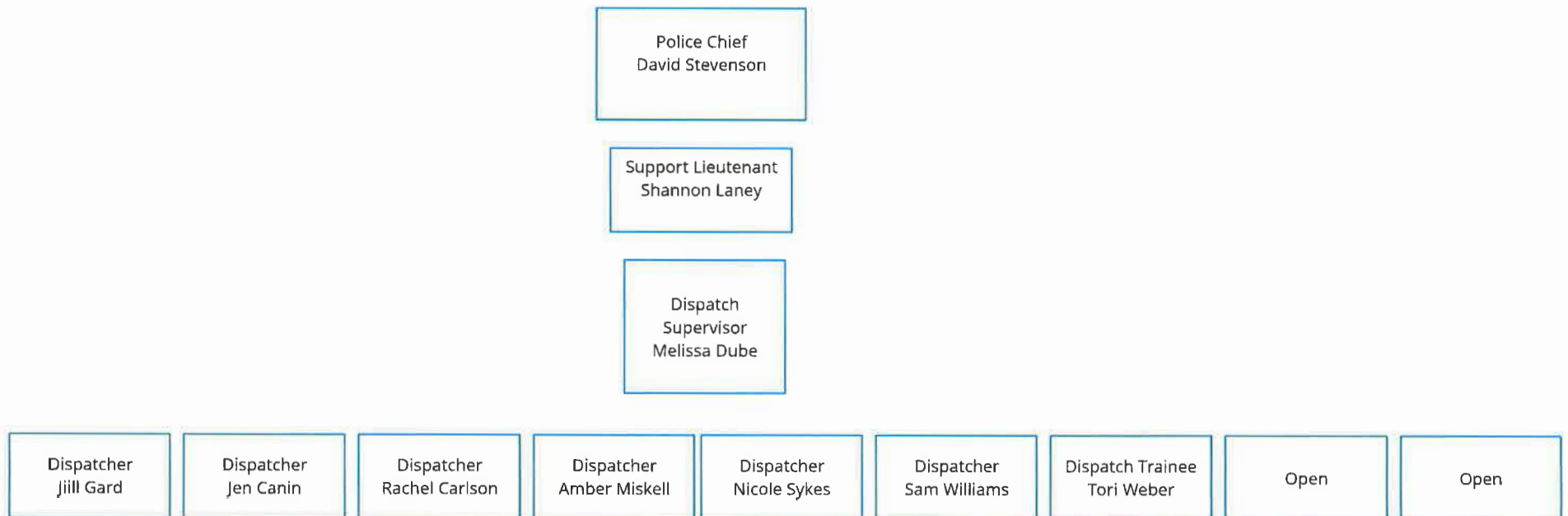
SLT Fire and Rescue Personnel Roster

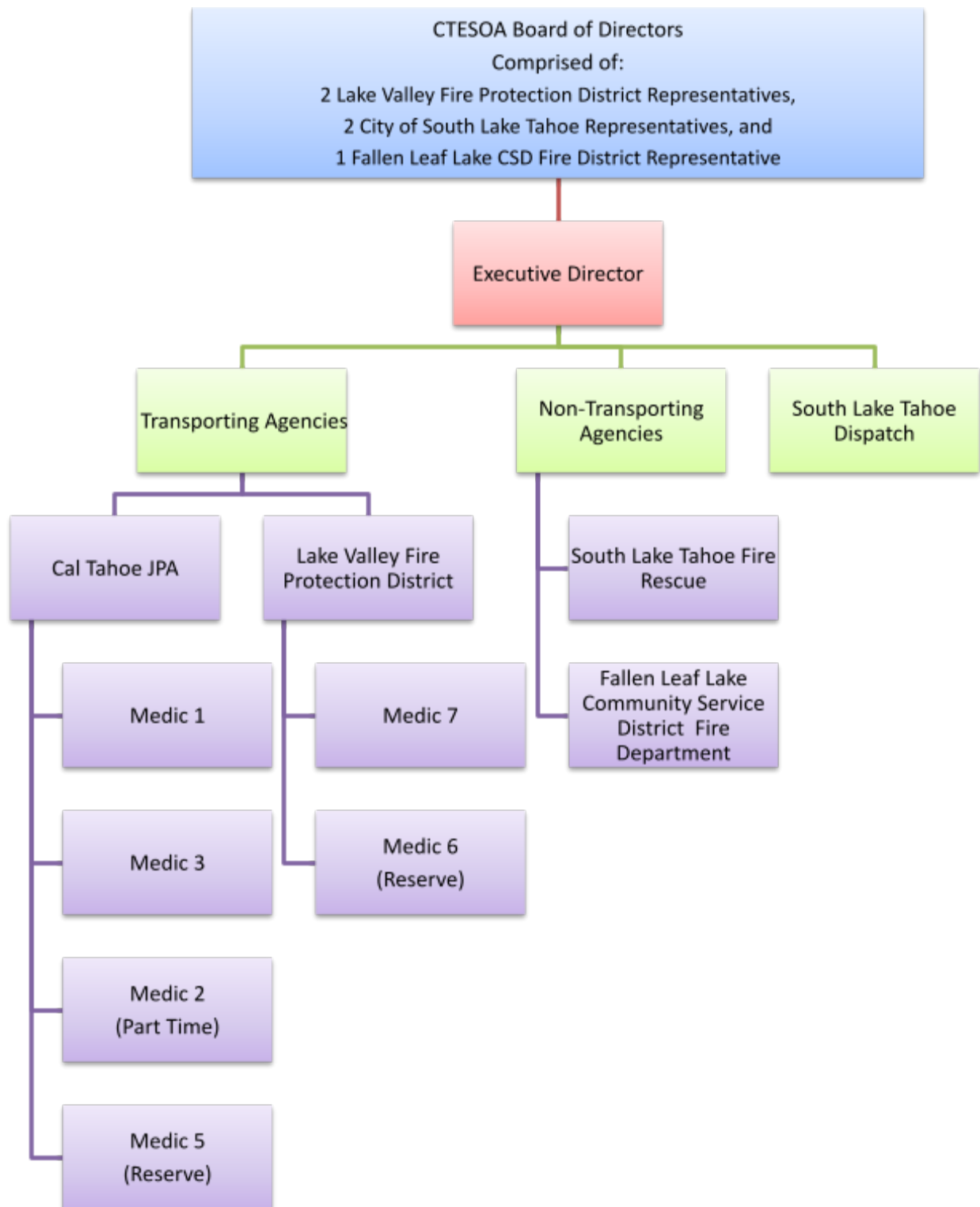
Drennan Resume

George Resume

Manning Resume

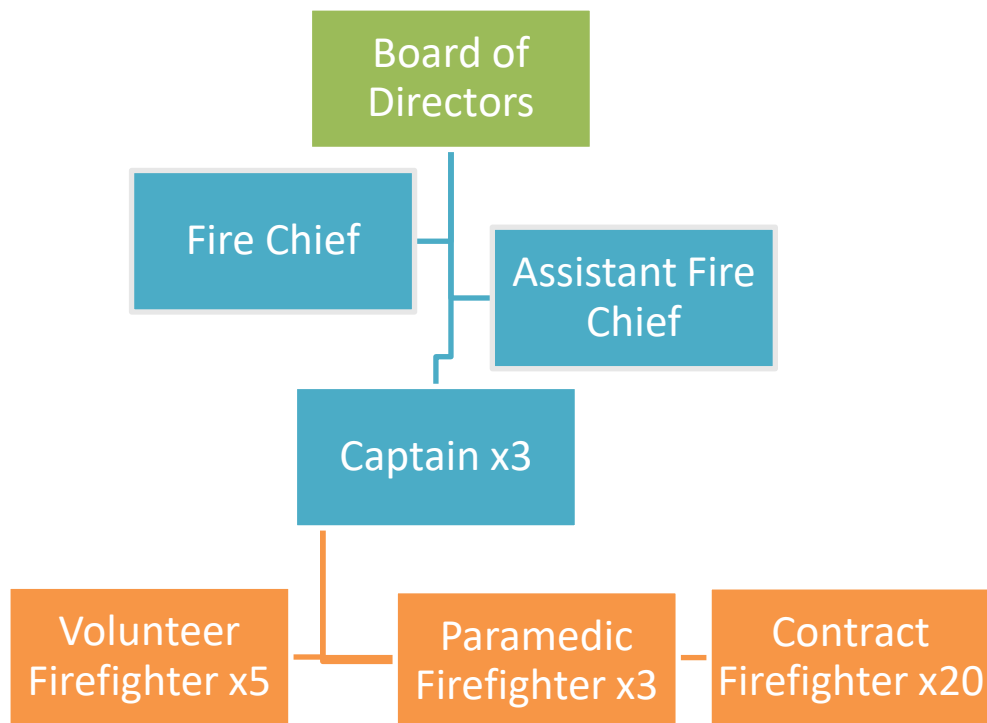
SOUTH LAKE TAHOE DISPATCH ORGANIZATIONAL CHART







Fallen Leaf Lake CSD Fire Department Organization Chart



LAKE VALLEY FIRE PROTECTION DISTRICT

"Serving the Community Since 1947"

Brad Zlendick, Fire Chief

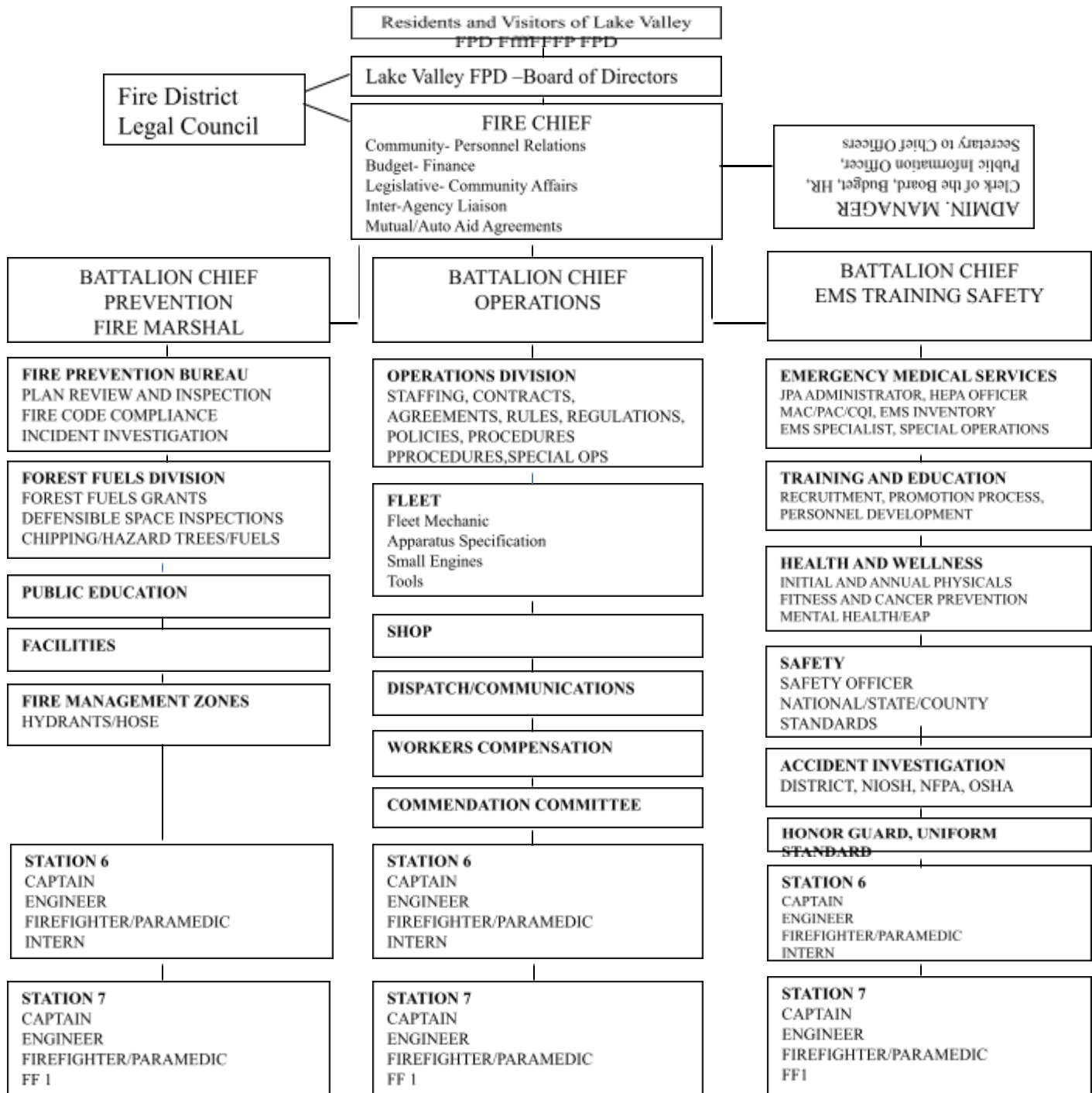
Board of Directors

John Rice
Leona Allen
Brian Hogan
Gary Moore
Ron Sitton



Section I

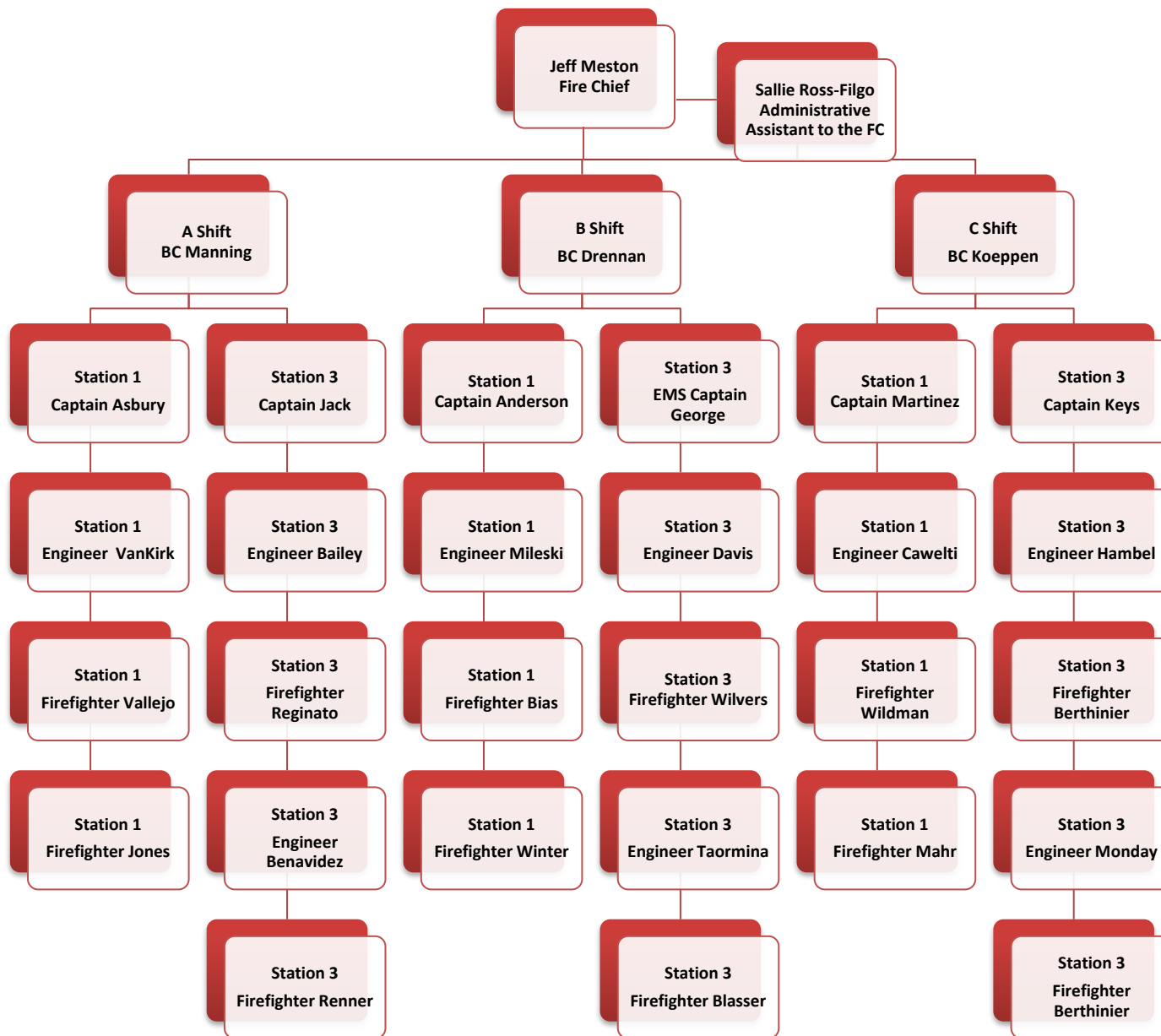
Organization Chart



Respect, Integrity, Dedication, Positive Attitude and Teamwork

2211 Keetak St., So. Lake Tahoe, CA. 96150 · (530) 577-2447 · Fax 577-6339 LakeValleyFireSafe@gmail.com · www.LakeValleyFire.org

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Last Name	First Name	Position	EMT/P #
Bechler	AJ	Medic	P38261
Caput	Steve	Medic	P37745
Carlson	Scott	EMT	E139023
Cherne	Nicholas	EMT	E108930
Connelly	Morgan	Medic	P36761
Corbett	Wade	Medic	P35406
Cordray	Corey	EMT	E129860
DeVore	Sarah	EMT	E106966
Dube	Jeff	EMT	E105647
Gallo	Jake	Medic	P38282
Glover	Danny	Medic	P38092
Grasso	Chris	Medic	P39461
Harper	Curtis	Operations Manager; Medic; FTO	P36360
Hart	Patrick	Medic	P36287
Jackson	Mason	EMT	E124590
Johnson	Kristie	Medic	P36993
Kieffer	Matt	Medic	P34078
Kirby	Fallon	Medic; FTO	P36372
Lee	John	EMT	E3402728
Looney	Jake	Medic	P38539
Riedel	Carley	Medic	P39475
True	Dustin	Medic	P39065
Wagoner	Ryan	Executive Director	N/A
Galinski	Kayla	Office Administrator	N/A

Objectives

To obtain a position where I can expand my knowledge while serving others.

Education

- ☐ West Hills High School Diploma 2010
- ☐ Grossmont College, General Education, 2010-2012

Skills

- ☐ Substantial experience and outstanding skills in customer service, both in person and over the phone.
- ☐ Accustomed to working in fast-paced environments with the ability to think quickly, and successfully handle difficult situations amongst staff or clients.
- ☐ Highly organized with a skilled eye toward details.
- ☐ Proficient in the use of computer applications such as Microsoft Word, Excel and Adobe.
- ☐ Excellent interpersonal skills; ability to work well with others in both supervisory and support staff roles.
- ☐ Punctual and dedicated to providing top quality service.

Experience

Office Administrator (January 2017-Present)

California Tahoe Emergency Services Operations Authority (South Lake Tahoe, CA)

- Update and maintain employee files, both physical and electronic.
- Prepare agenda and documents for Board Meetings and take Minutes.
- Compose and proofread correspondence to various agencies
- Organize, verify, and code monthly invoices and bills and submit for payment
- Verify, process and submit Payroll on a bi-weekly basis
- Improve the operational systems, processes and policies in support of the Cal Tahoe JPA's mission and objectives
- Coordinate and schedule meetings
- Manage and increase the effectiveness and efficiency of the Executive Director in support services
- Assist in the documentation of disciplinary action.
- Revised Bylaws as approved by the Board and executed new policies.
- Implemented new ways of organization both for scheduling and general office upkeep

Accounts Receivable Representative (June 2016- January 2017)

National Business Factors (Carson City, NV)

- ☐ Process and post credit card and check payments to appropriate accounts.
- ☐ Manage automatic online payments; update and cancel information as needed.
- ☐ Review accounts for next payment and set-up future payments accordingly.

Assistant Manager (April 2014- May 2016)

FunctionSmart Physical Therapy (San Diego, Ca)

- ☐ Track and obtain authorizations for patients when required by insurance.
- ☐ Verify benefits and policies and efficiently explain to patients.
- ☐ Answer multi-line phones, schedule new and existing patients
- ☐ Communicate effectively with therapists, doctors and support staff
- ☐ Assist therapists in the care of patients by helping stretch, supervising exercises and performing modalities
- ☐ Interview and schedule volunteers, as well as train volunteers and PT aides
- ☐ Supervise, direct and delegate PT aides in daily tasks and assist billing manager

Supervisor, Sales (October 2012 – December 2013)

Marini's Candies Inc. (Santa Cruz, CA)

- ☐ Responsible for delivering friendly, customer-centered service at busy candy retail shop.
- ☐ Supervised 5 to 10 sales associates during peak hours and holidays.
- ☐ Greeted customers when they entered the shop while answering queries and assisting in finding products.
- ☐ Operated the cash register and ensured a balanced till at closing.
- ☐ Managed opening and closing the store.
- ☐ Assisted in training new hires.

Cashier (January 2012 – August 2012)

Pick Up Stix (La Mesa, CA)

- ☐ Received customer orders in store and over the phone while ensuring accuracy and customer satisfaction.
- ☐ Maintained appearance and cleanliness of restaurant.
- ☐ Helped implement new and improved methods and standards in regards to catering.
- ☐ Operated cash register with Point Of Sale system and managed multi-line phone.

Personal and Professional references

Ryan Wagoner

Executive Director

CTESOA

530-55-1183

Gino Cinco

Co-Owner

FunctionSmart Physical Therapy

858-452-0282

Rochelle Maynor

Accounts Receivable Lead

National Business Factors

775-624-4073

Ashley Gassaway

Assistant Manager

FunctionSmart Physical Therapy

530-613-1432

Jason Nguyen

Longtime Friend

619-228-1528

Fallon Kirby

7801 Bayne Road

Kelsey, CA 95667

(530)333-5262

f_kirby19@hotmail.com

My objective is to get a job in the medical field as a Paramedic. I am a licensed Paramedic in the state of California.

Education:

2008-June 2012	Golden Sierra High School 5101 Garden Valley Road Garden Valley, CA 95633 High School Curriculum Diploma
Aug.2011-May 2012	Central Sierra ROP 4675 Missouri Flat Road Placerville, CA 95667 Health Occupation Curriculum
Jan.2013-Sept.2013	University of Wyoming 1000 E. University Ave. Laramie, WY 82071 BS of Nursing Curriculum
Oct.2013-Dec.2013	NCTI-Roseville 333 Sunrise Ave. Ste.500 Roseville, CA 95661 EMT-Basic
Aug.2014-Dec. 2015	NCTI-Roseville 333 Sunrise Ave. Ste.500 Roseville, CA 95661 Paramedic
Aug. 2018-Present	Folsom Lake College 10 College PKWY Folsom, CA 95630 AA of Psychology

Work Experience:

2007-2017	Rick and Monique Gillespie Kelsey, CA Ranch Hand and Landscaping Taking care of animals and property
Sept.2012- Aug.2014	Diamond Pacific Placerville, CA Inside sales and inventory
Mar. 2016-Aug. 2016	Red Hawk Casino Placerville, CA Security/EMT
Aug.2016-Oct. 2017	Pro-Transport 1 Sacramento, CA Paramedic
Feb.2014- Present	Shingle Springs Vet & Emergency Shingle Springs, CA Head Vet Tech/Assistant Manager
May. 2017- Present	Cal Tahoe Emergency Services Operations Authority South Lake Tahoe, CA Paramedic/FTO

Special Skills: American Heart Association Healthcare provider CPR certified. California State Champion in Nursing Assisting (HOSA). ALS,PALS,ITLS,AMLS Certified. Licensed California EMT. Volunteer Firefighter/Paramedic for Garden Valley Fire District, California licensed Paramedic. FTO for CTESOA.

Other Interests: 2009-2012 Teen Court student attorney
2011-2012 HOSA(Health Occupation Students of America) Secretary
2008-2010 Leadership body officer
June-July 2011 mission trip to Arizona to build houses on the Navajo Indian Reservation
2010-2011 DAC(Divide Action Club) member preventing drug and alcohol use
June 2010-November 2010 part of a German Exchange Program

Matthew Kieffer

6442 Benning Street #10 Orangevale Ca, 956662
Phone: 530.206.6136 E-Mail: mkieffer47@yahoo.com

Objective

I would love to gain experience while working hard and learning from Cal Tahoe EMSA. I would be a great candidate for your department due to my knowledge of a stressful, fast-paced 911 system along with my commitment to providing professional and compassionate care with integrity.

Experience

I've worked in retail and merchandising for six years and have been working for multiple ambulance companies as an EMT/Paramedic for over 5 years. My experience in multiple high volume 911 systems has taught me how to work hard, smart, and multitask with the commitment that safety awareness, procedures and protocols are paramount in our daily operations. I pride myself on interacting with the public professionally and compassionately, accompanied with strong ethics and a good moral compass.

Employment

- 2017-Present: Cal Tahoe Emergency Services Medical Authority - Paramedic
- 2017: Sac Yolo Placer AMR - Paramedic
- 2014-2015: Contra Costa EMS - EMT
- 2012-Present: Bi-County Ambulance - Paramedic
- 2012- 2012: River City Building Supplies - Warehouse employee
- 2006- 2012: CVS Pharmacy/Longs Drugs - Customer Service/Receiver
- 2009- 2010: Raley's - Utility Clerk/ Checker
- 2007: Fletcher Plumbing - Plumbing Apprentice

Certifications

- California Paramedic License- Expiration date: 09/30/2022
- AHA CPR Certification- Expiration date: 03/2023
- CA Ambulance Driver Certificate- Expiration date: 04/04/2024
- ACLS Certification- Expiration date: 03/2023
- PALS Certification- Expiration date: 04/2023
- PHTLS Certification- Expiration date: 12/01/2023

References

- Brian Remund: (530) 713-5816

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Kristine Johnson

757 Tallac Ave
South Lake Tahoe, CA 96150
(775)-247-8440
KJohnsonctjpa@gmail.com

Highly motivated and experienced paramedic with 18 years of experience in various EMS systems, including high call volume urban settings, rural systems with limited resources, education instruction, as well as in-hospital experience (emergency dept. technician). Currently attending the LTCC fire academy.

PROFESSIONAL EXPERIENCE

CalTahoe JPA,

Paramedic/FTO

South Lake Tahoe, CA

November 2016 – Present

- Perform basic and ALS skills including but not limited to cardiac monitoring and 12 lead ECG's, IV's, appropriate pharmacological interventions/treatments, trauma care, and thorough ongoing physical assessments to ensure all interventions were appropriate and/or effective.
- Provide pre-hospital advanced life support care from the initial contact until patient care is relinquished to the accepting medical facility; maintains thorough patient care documentation
- Train/accredit new personnel and paramedic interns, work closely with current employees to maintain and/or expand skills and knowledge base.
- Emergency vehicle operations, including safe emergent and non-emergent driving, as well as maintenance/restocking of supplies.
- Maintain updated knowledge with treatment protocols, response requirements and quality assurance procedures

REMSA

Paramedic/Intern Preceptor/EMS Instructor

Reno, NV

May 2011 – Present

- Perform basic and ALS skills including but not limited to cardiac monitoring and 12 lead ECG's, IV's, appropriate pharmacological interventions/treatments, trauma care, and thorough ongoing physical assessments to ensure all interventions were appropriate and/or effective.
- Provide pre-hospital advanced life support care from the initial contact until patient care is relinquished to the accepting medical facility; maintains thorough patient care documentation.
- Maintain positive working relationships with other emergency personnel such as fire department, law enforcement, nurses, air ambulance crews, doctors as well as patient's families.
- Instruct EMT-B, Advanced EMT, Paramedic, and various other EMS courses.

EDUCATION

Lake Tahoe Community College

Fire Academy

Completion in June 2021

University of Nevada, Reno -Extension Program

Paramedic Program

July 2014-August 2015

CERTIFICATIONS

- NREMT-Paramedic
- California and Nevada State Paramedic
- HAZMAT FRO
- Confined Space
- S-130 Wildland
- ACLS, BLS, PALS, PHTLS, TCCC, NRP

RYAN WAGONER

Professional Experience

California Tahoe Emergency Services Operations Authority

Executive Director, May 2014- Current

The executive director oversees operations of the Cal Tahoe JPA to ensure contractual compliance with El Dorado County in providing prehospital care and transportation within CSA-3 service area. The Executive Director employs, organizes, directs, coordinates, and evaluates the operations of the JPA and its employees under the direction of and in collaboration with the Board of Directors, and agency Fire Chiefs. The Executive Director conducts on-going opportunity analysis to determine key performance management issues and to provide sound financial management. The Executive Director utilizes theory-based program design, implementation, and evaluation strategies and provides data to guide ongoing short and long term system development.

City of South Lake Tahoe

Police K9 Officer, January 2008 – April 2014

Patrolled assigned area to prevent and deter crimes from occurring, responded to suspicious activities and answered emergency calls for service. Investigated juvenile and adult criminal activity. Enforced state and local laws and ordinances. Coordinated crime scene control and investigation, including interviews and interrogations, identification of witnesses, and overseeing the collection and preservation of physical evidence. Prepared and documented cases; completed reports and records.

Sierra-at-Tahoe

Marketing Sales Manager, December 2006 – December 2007

Responsible for marketing and group sales at the resort. Collaborated with local businesses, media and other retail establishments to ensure successful sales both locally and regionally. Attended and represented Sierra at Tahoe on various boards and committees on the South shore.

adidas America

District Manager January 2002 – December 2006

Responsible for 11 retail outlet stores in California, Oregon, Washington, Minnesota and Wisconsin. Conducted regular store visits as well as store audits to insure the management team is in compliance with HR. Reviewed all progressive discipline of store staff as well as hire all management positions. Assisted in the creation and implementation of the first policy and procedure handbook for adidas retail. Lead and assisted in multiple Inline and Outlet store openings. Assisted in training of new district managers.

Store Manager October 2001 – January 2002

Assistant Store Manager July 1999 – October 2001

Daily operations management of South Lake Tahoe Retail Outlet. Annual budget 3.2 Million.

Associations

SLT Police Association Board Member, 2009-2014

SLT Police Canine Association, 2012-Current

SLT City Budget Task Force Committee, 2012

Elected to the Lake Valley Fire Protection District Board for two terms, 2006-2011

Fallen Leaf Lake Fire Department Personnel Roster

Last Name	First Name	Position
Gerren	Gary	Fire Chief
Roach	Mike	Asst. Fire Chief
Kimball	Josh	Captain
Palaroan	Albert	Captain
DeMarta	Anthony	Captain
Bandy	Chaz	FF/Paramedic
5 positions		Volunteers
16 positions		Contract Fire Fighters

OBJECTIVE: To establish depth within Lake Valley Fire District as a Field Training Officer according to our new RFP.

Profession Background

- Two years as acting Engineer with Lake Valley Fire District
- Three years as a Firefighter/Paramedic with Lake Valley Fire District
- Four years as a Volunteer with Lake Valley Fire District
- Thirteen years of total fire experience
- Twelve years of EMS experience
- Ten years of Wildland Fire experience as Squad Boss and Crew Foreman

Accomplishments

- MVP/Best Team Player Award 2003 Northern Nevada Fire Academy
- MVP award 2005 Slide Mountain Hand Crew
- Firefighter of the year award 2015 Lake Valley Fire District

Professional Experience

Jun 2018-current	Lake Valley Fire Protection District-Engineer/Paramedic Performing all daily tasks and skills needed for Engineer position and acquiring all necessary documentation and training for acting Captain
Aug 2012-June 2018	Lake Valley Fire Protection District – Firefighter/Paramedic Performing all daily tasks and skills needed for an All Risk Municipal Fire Dept.
Aug 2010-Aug 2012	Barton Memorial Hospital – Emergency Room Technician Working the ER assisting ER Physicians and RN's with patient care and treatment
Jan 2008-Aug 2010	Lake Valley Fire Protection District – Volunteer Firefighter As a Volunteer Firefighter, I volunteered a minimum of 24 hours a week performing many functions of daily operations achieving my Paramedic accreditation for El Dorado County
Apr 2010-Aug 2010	Carson Valley Medical Center – Monitor Tech Monitoring patient EKG rhythms and assisting with patient care
Nov 2009-Sep 2010	Barton Sierra Clinic – EMT Technician Working in close quarters with ER Physicians and RN's performing patient care and treatment to all trauma and medical related patients
May 2005-Nov 2009	Angora Peak Hand Crew Lake Valley Fire Protection District – Crew Foreman Operating and supervising a Type II Hand Crew in fuels management and wildland firefighting
Sept 2002-Nov 2009	Slide Mountain Hand Crew North Lake Tahoe Fire Protection District – Squad Boss Type II Hand Crew performing fuels management throughout the Tahoe Basin and Nationwide Type II Fire Crew

Education

- NCTI Paramedic Program American River College
- Northern Nevada Fire Academy TMCC
- Saddle Back Community College
- George Whittell High School

Certifications

- Engineers Task Book complete
- Class C license with FF endorsement
- EMT Paramedic, ACLS, PALS, ITLS
- Certified Crew Boss
- Certified Class C Faller
- Certified Burn Boss
- CPR Instructor, Field Training Officer
- Instructor

Christian Anton
737 San Francisco Ave, #2
South Lake Tahoe, CA 96150
Phone: (775) 901-0869 E-mail: Christiananton41@gmail.com

Education:

Bachelor's Degree Fire Science - Generalist
Associate's Degree Paramedic Technology
Lake Superior State University, Sault Sainte Marie, MI 3.59 GPA

Certifications:

California Fire I + II
Emergency Response Technician Hazardous Waste Worker: 29 CFR 1910.120
Wild Land Firefighting: S-130, S-190, S-290 I-220, L-180
Portable Pumps and Water Course: S-211
CA Paramedic - P32529
AHA CPR Instructor, ACLS, PALS, ITLS
FEMA IS-100, IS-200, IS-700, IS-800
Instructor 1
Company Officer 2D

Professional Experience:

Lake Valley Fire Protection District: 05/16 - Present
Firefighter/Paramedic - 911 Response and Rescues, Inter-facility Transfers
~1,500 Annual Calls
Collaterals – Radios, IT Rep., PAC/CQI/MAC, FTO, Honor Guard, CPR instructor, CE Provider, Image Trend Rep.

Lake Tahoe Community College: 03/17 – Present
EMT Instructor – average of 20 students

Alpena Fire Department: 05/14 - 05/16
Firefighter/Paramedic - 911 Response, Inter-facility Transfers, Intercepts, Long Distance Transfers
~5,000 Annual Calls

Kinross EMS: 10/13 - 03/14
Paramedic - 911 Response, Inter-Facility Transfers, Intercepts, Long Distance Transfers

Advanced Fire and Rescue Services: 07/13-10/13
Raceway Services
Movie Set Standby
Fire, Medical, Event Coordination
Contract Emergency Services

Lake Superior State University: 2009-2013
Fire I and II Teaching Assistant/Tutor
Michigan First Responder, EMT-Basic, Paramedic Tutor

United States Navy: 2005-2009 (Honorable Discharge)
Advanced Shipboard Firefighter
Fire Investigator
Repair Party Leader/ Scene Leader
Aircraft Rescue and Firefighting

Awards:

Dean's List x8
Navy/Marine Corps Achievement Medal x2

References:

Renee Gray
EMS Director
Kinross EMS
5220 W. M-80
Kincheloe, MI 49788
Phone: (906) 495-6062 Email: Kctems@kinross.net

James Schaefer
Associate Professor
Lake Superior State University
650 Easterday Ave.
Sault Sainte Marie, MI 49783
Phone: (906) 748-1684 E-mail: jschaefer@lssu.edu

Kevin Mohar
Lieutenant
City of Sault Sainte Marie Fire Department
917 Augusta Street
Sault Sainte Marie, MI 49783
Phone: (906) 632-9153 Email: kmohar@lssu.edu

Eric Reynolds
Chief Boatswain's Mate
United States Navy
4402 148th St. NE
Marysville, WA 98271
Phone: (360) 471-6521 E-mail: Eric.reynolds8@me.com

Education

National College of Technical Institution, Paramedic Program-Completion August 2012
Roseville, CA.

Lake Tahoe Basin Fire Academy-Completed June 2010
One College Dr. South Lake Tahoe, CA 96150

High School Diploma, June 2009
South Tahoe High School, South Lake Tahoe, CA 96150
Graduating GPA: 3.65/4.0

Clinical**Experience**

Lake Valley Fire Protection District – South Lake Tahoe, CA

- Firefighting, paramedic and rescue response
- Continual emergency preparedness
- Community emergency awareness and education
- Team leader on critical EMS calls

South Lake Tahoe Fire Rescue/CalTahoe JPA – South Lake Tahoe, CA

- Paramedic and emergency response
- Continual education updates
- Patient assessment and emergency management

Barton Memorial Hospital- South Lake Tahoe, CA

Primary Locations include Barton Family Medicine and Barton Community Health Center

- Continual HIPAA practices
- Vital Signs
- Infection Control

Mercy San Juan Level 2 Trauma Center-Sacramento, CA

- Intravenous access
- Medication administration
- Endotracheal intubation
- Patient assessment and management

American Medical Response-Sacramento, CA

- Patient assessment, triage, treatment and management
- Treat and stabilize patients in accordance to Sacramento county Paramedic Protocols
- Intravenous access
- Endotracheal intubation
- Medication administration

Employment

Lake Valley Fire Protection District Firefighter/Paramedic – August 2015 to Current

- Work as a Firefighter/Paramedic in a team to achieve a unified goal
- All risk Firefighting, paramedic and rescue response
- Wildland and structural firefighting response
- Continual adaptation to an ever changing EMS system and community needs

City of South Lake Tahoe/CalTahoe JPA Paramedic – December 2014 to August 2015

- Single roll paramedic responding to medical emergencies
- Work with an EMT partner to provide medical care to patients in need
- Continual education with updates to paramedic protocols as needed
- Promoted to Lead Paramedic

City of South Lake Tahoe Firefighter Reserve - September 2013 to March 2014

- Work in conjunction with firefighters and paramedics to achieve a common goal
- Perform basic life support, advanced life support and firefighting operations

Lake Valley Fire Protection District Volunteer - October 2010 to 2014

- Volunteer community education
- Work with public on fire prevention measures
- Perform life and property saving measures when applicable

Barton Health Care-Emergency Room Technician - April 2012 to 2014

- Work under BLS and EMT-basic scope of practice
- Splinting using "Ortho glass"
- Proficient in emergency response, CPR
- Patient assessment, comfort, and family support

Barton Health-BLS And PEARS instructor - December 2014 to 2016

- Teach according to current AHA standards
- Educating the public and healthcare providers with current CPR standards

Lake Valley Fire Protection District -Angora Peak Fire Crew - June 2010-October 2010

- Fire prevention through fuels reduction and community education
- Fight wild land fires as a 20 man hand crew

Riva Enterprises LLC-Construction Crew - Summer 2008, Summer 2009

- Construction site cleanup and management
- Observe building plans and work with contractors to achieve final goal

**Qualifications/
Certifications**

- Work one on one with patients. Families and public agencies
- High level of responsibility, calmness, stress tolerant, and initiative
- Vast knowledge of operating lifesaving equipment, and life support systems
- Continual renewal and knowledge of current medical qualifications
- California State certified Paramedic
- 7 Years experience in the EMS system
- Love and passion for the Medical Field

Medical Certifications:

- California Certified Paramedic
- California Certified EMT-Basic
- AHA certified ALS Provider
- PALS Provider
- AHA Certified BLS Provider
- AHA Certified BLS and PEARS instructor

Firefighting:

- California Firefighter 1
- California Firefighter 2
- Instructor 1
- ICS 100
- ICS 200
- Hazard Materials First Responder Operations Level
- California Accredited Fire Academy Completion

**Organizations
and
Involvements**

Tahoe Valley Elementary School 5th grade

- Assist with basic teaching
- Math, spelling, grammar, review

Lake Valley Fire Protection District

- Public Education on fire prevention and life safety through the use of “Fire and life safety Trailer”
- Fire Prevention through fuels reduction in conjunction with education
- Volunteer at local fire departments
- Respond to disaster situation as Firefighter/EMT as needed

Reference

List of references available upon request

Theodore Gary Jackson
557 Koru Street
South Lake Tahoe, CA 96150
H (530) 577-4046

POSITION: Captain at Lake Valley Fire Protection District

EDUCATION: San Diego State University, San Diego, California
Bachelor of Science in Business Administration, Finance, May 1991

California State Fire Marshal, Fire Officer Certification, May 2015

Northern California Training Institute, Paramedic Program, November 2005
Emergency Medical Technician, Paramedic, FTO, El Dorado County, California

WORK

HISTORY: **Lake Valley Fire Protection District, South Lake Tahoe, California**

Captain Paramedic, January 2019 - present

Engineer Paramedic, May 2014 - January 2019

Firefighter Paramedic, August 2006 - May 2014

Ambulance Driver Firefighter, paid part-time position, January 2004 - August 2005

Volunteer Firefighter, August 2001- January 2004

- I have been involved with Lake Valley Fire Protection District in varying capacities for over 18 years. During this time, I have been a reliable, capable, and decorated member of this organization. In addition to core duties, the following list of accomplishments and collateral duties represent a proven history of performance, increased responsibility and involvement.
- Firefighter of the Year, 2016
- Local 4409 President, Secretary, 2009 - Present
- Field Training Officer, Paramedic, February 2012 - May 2014
- Lake Valley Volunteer Firefighters Association, Secretary, January 2003 - January 2004
- Significant involvement in developing and implementing the Career Development Program
- Spearheaded and assisted the negotiations and re-writing of our past two MOU's
- Staff assignments to include all radio and related communications aspects
- Wrote and received grant for purchase of all handheld radios currently in use
- Budget Committee and financial consulting in a multitude of capacities for both the District and Local 4409
- Senior Project Mentor for South Tahoe High School and Mount Tallac High School
- Involvement in community outreach including Firefighters Ball, Easter Egg Hunt, elementary school programs, and various other events

RELATED

COURSEWORK

EDUCATION: Blue Card Program, Hazard Zone Management, coursework, March 2018

Current certification in ACLS, PALS, and ITLS

California State Fire Marshal Firefighter I and Firefighter II

LVFPD Captain and Engineer Taskbooks completed

On-going continuing education topics in Target Solutions

Incident Command System (ICS) 100, 200, 300, 400

Driver Operator 1A and 1B

Fire Investigation 1A

Fire Prevention 1A and 1B

Fire Instructor 1A and 1B

Fire Command 1A and 1B

Fire Management 1

RELATED
COURSEWORK
EDUCATION

CON'T: FEMA, NIMS 700, 701.a, 703.a, 706, 800.b
Hazardous Materials First Responder Operations
Hazardous Material Decontamination Operations
Intermediate Wildland Behavior, S290
Wildland Fire Behavior, S110-130-190
Low Angle Rope Rescue Operational (LARRO)
Firefighter Type 1, S-131
Chainsaw, S212
Single Engine Crew Boss, S-230
Single Resource Engine Boss, S-231
Basic Air Operations, S-270
Intermediate Wildland Fire Behavior, S-290
Advanced Auto Extrication Training, June 2003
Introduction to Fire Technology, Lake Tahoe Community College, Fall 2001

PRIOR
WORK
HISTORY:

City of South Lake Tahoe Fire Department, South Lake Tahoe, California
Firefighter
August 2005 to August 2006

Embassy Suites Hotel Lake Tahoe Resort, South Lake Tahoe, California
National Sales Manager, Hilton Hotels Corporation
January 2000 to August 2004

American Golf Corporation, Santa Monica, California
General Manager, Blacklake Golf Resort, Nipomo, California, April 1999 to January 2000
General Manager, Lake Tahoe Golf Course, South Lake Tahoe, California, June 1997 to April 1999
General Manager, Eastlake Country Club, Chula Vista, California, March 1995 to June 1997
General Manager, Oceanside Golf Course, Oceanside, California, August 1993 to March 1995

References, licenses and certifications available upon request

Kileigh E. Labrado
957 Springwood Court
South Lake Tahoe, CA 96150
(303) 709-6144
grocco44@gmail.com

EXPERIENCE:

LAKE VALLEY FIRE PROTECTION DISTRICT

South Lake Tahoe, California

Administrative Manager /Clerk of the Board

February 2015- Present

- Manage front office and act as the primary point of contact for public interaction with the Fire District.
- Perform a wide variety of administrative, programmatic, confidential and supportive duties to manage Fire District.
- Serve as a liaison with other agencies and the County of El Dorado support services staff.
- Oversee budget, personnel, accounts payable/receivable and payroll.
- Record and prepare minutes from monthly Board of Directors meeting; compile and send out Board of Directors packets.
- Create and maintain custom reports and spreadsheets.
- Fire District's Public Information Officer required to establish media relationships and manage District's social media.
- Oversee the Wildfire Prevention Division budget to ensure compliance with District's policies and procedures.
- Coordinate, prepare and invoice for all strike team assignments for engines and crew.

FALLEN LEAF LAKE CSD FIRE DEPARTMENT

South Lake Tahoe, California

Reserve Firefighter/EMT

May 2014 –May 2016

- Respond to all fire and emergency medical calls on both land and water providing service until additional resources arrive.
- Maintain equipment and apparatus as well as performing daily, weekly and monthly inspections.
- Available and responded to mutual aid strike team assignments.
- Conducted defensible space inspections in accordance with CA PRC 4291.
- Perform various education and public information tasks to Fallen Leaf residents, Stanford Camp, and the general public.
- Participate in weekly training activities and instruction sessions to include structural and wildland firefighting, boat rescue, medical aid, and search and rescue.

TURNING LEAF REALTY

Longmont, Colorado

Realtor/Owner

November 2008 - December 2009

- Coordinated all aspects of a real estate transaction including marketing, advertising, financing and title work.
- Established a marketing campaign, website and presentations to capture new clients and increase market share.
- Managed all files and established databases through Top Producer and Outlook to ensure all real estate transactions closed.

REAL ESTATE OF THE ROCKIES

Longmont, Colorado

Realtor/Office Manager

October 2005 - October 2008

- Operated my own real estate business while assisting other realtors with contracts, computer software, and data management.
- Created a website, marketing materials, and presentations to capture new clients and sell more houses.
- Established and maintained office records, filing systems, computer databases.
- Procured mortgage loans for clients ensuring they received the best rates and service.

ERA TRADEWIND REAL ESTATE

Longmont, Colorado

Realtor

July 2004 – October 2005

- Created relationships with local home builders to establish myself as their on-site sales agent.
- Developed a marketing campaign for local builders to generate site traffic and increase sales.
- Had hands on involvement in all aspects of the real estate transaction to ensure the sale would close.
- Maintained a database and filing system to ensure all client paperwork/contract documents were managed properly.

RICHMOND AMERICAN HOMES

Longmont, Colorado

Community Sales Manager

March 2004 – June 2004

- Captured new buyers and generated new leads to meet monthly sales goals.
- Wrote and executed sales contracts for the purchase of new homes including change orders and expenses.
- Managed and maintained a large backlog of buyers to ensure they become homeowners and received proper customer care.
- Marketed the community through the creation of advertisements and flyers aimed at realtors and targeted consumer groups.
- Trained assistants on sales processes and office procedures to maintain an efficient and productive sales office.

PULTE HOMES CORPORATION
Sales Consultant

Englewood, Colorado
October 2002 – February 2004

- Assisted potential new buyers in the selection, purchasing and financing of their new home.
- Wrote and executed sales contracts for the purchase of new homes.
- Managed and maintained a highly efficient sales office in order to generate new leads and increase buyer traffic.
- Established and maintained close contracts with a strong realtor network to effectively market and promote the community to the public through hosting tours, presentations, seminars and community activities.

CITY OF LONGMONT HOUSING PROGRAMS
Income Certification Specialist

Longmont, Colorado
June 2001- September 2002

- Certify and approve housing applicants for Down Payment Assistance and Rehabilitation Assistance.
- Assisted in the implementation of a new Community Housing program for low to moderate income families.
- Work closely with lenders and realtors to ensure that applicants close on real estate properties.
- Market the housing programs throughout the county through the creation of brochures and a series of informational meetings

EDUCATION:

UNIVERSITY OF COLORADO AT BOULDER
Leeds College of Business

Boulder, Colorado
Graduation Date: May 2002

Area of Emphasis: Business Administration / Marketing
Area of Application: Real Estate (Certificate Program)

LAKE TAHOE COMMUNITY COLLEGE
Lake Tahoe Basin Fire Academy

South Lake Tahoe, CA
Graduation Date: June 2014

Certificate of Completion: Basic Firefighter 1 Academy
Certificate of Completion: EMT Basic

SKILLS & CERTIFICATIONS:

- Proficient with Microsoft Word, Excel, Power Point, and Outlook
- Fluent with IRESis, DocuSign, Cloud CMA, Realist, Top Producer and Mysite computer programs
- Completion of Accounting and Financial Analysis, Intro to Finance and Real Estate Accounting through CU Boulder
- Firefighter 1 Certification
- EMT Basic, First Aid, CPR/AED
- ICS 100, 200, 700, 800
- L-180, L-280, S-190, S-130, S-133, S-134
- Sexual Harassment
- Confined Spaces
- Ice Rescue Operations
- Hazardous Materials
- Fire Fighter Survival
- Auto Extrication
- Field Force Extrication Tactics
- VBIED Detection and Prevention

Dusty La Chapelle

999 Iron Mountain Circle, South Lake Tahoe, Ca. 96150. (530) 409-3242

OBJECTIVE: Current employee and **FTO** within Lake Valley Protection District organization.

PROFESSIONAL EXPERIENCE:

LAKE VALLEY FIRE DEPT: Firefighter/Paramedic from November 3rd, 2013 to present which includes twenty two months as an apprentice. Duties included, but not limited to, structural/wild land education and suppression, paramedicine, station detail, vehicle inspection and maintenance, acting Engineer. Collateral duties include volunteer association president for two years, firefighter ball coordinator for three years accumulating \$290,000, SCBA technician program, rope rescue program, Field Training Officer (FTO) for **seven** El Dorado County Paramedics, Honor Guard duties, CPR Instructor. Achievements: 2015 Firefighter of the year, 2016 Community Service Award.

PIONEER FIRE DEPT: Employed from March 7th, 2006 to September 20th, 2013. As an entry level firefighter/EMT, I promoted to engineer October 1st, 2007. Fire Captain promotion from Engineer July 3rd, 2008. All standard fire department duties performed. Collateral duties included Training Officer with El Dorado County Training Officers Association, EMS CEU Program Director, CPR instructor. Program Director for volunteer firefighter academy. Began part time ALS Program. Local 4586 President, Vice President. El Dorado County "Award for Merit" recipient 2012.

CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE (CDF): 5 seasons as a schedule B firefighter from 2001 to 2005. Participate wild land, rural, and structural fire suppression. Actively respond as an EMT.

EDUCATION: 1998 South Tahoe High School graduate, 2001 Butte Fire Academy graduate, 2008 E.M.S.T.I graduate (Paramedic) #P26548. Currently enrolled Lake Tahoe Community College (four classes from Fire Science/Fire Officer AS degree).

ACCOMPLISHMENTS: Three years active El Dorado County **FTO**. Seven accreditations to date. 2015 Firefighter of the year. Certified AHA CPR instructor.

WESLEY A. LONG

Po Box 7713 • South Lake Tahoe, CA 96158
(cell) 530.362.0832 • e-mail weslong44@yahoo.com

FIRE EXPERIENCE SUMMARY

- Promotion to the Engineer Position
- Four years Acting Engineer with Lake Valley Fire Protection District
- Eight years as Firefighter/Paramedic with Lake Valley Fire Protection District
- Two years as Volunteer Fire Captain with Woodfords Fire Department
- Ten years total fire experience
- Eight years of EMS experience
- Two years of wildland fire experience
- Extensive experience with operation, repair and maintenance of trucks and heavy equipment.

CERTIFICATIONS/LICENSES

- LVFPD Engineers Task Book completed
- Class A Commercial California Drivers License
- EMT Paramedic License
- California Wildland Red Card
- Certified Equipment Operator – Front End Loader and Loader Backhoe
- EMT Paramedic ACLS, PALS, ITLS
- California State Fire Marshal Firefighter I and II certificates
- HazMat/First Responder Operations certificate
- CSFM Driver/Operator 1A/1B certificates
- Certificates for ICS-100, ICS-200, IS-700.B, IS-701

EMPLOYMENT SUMMARY

Lake Valley Fire Protection District

February 2010 to Current

- Engineer/Firefighter/Paramedic
- EVOC Program Coordinator/Instructor
- Liaison to STPUD for Hydrant Maintenance Program
- Special Event Coordinator

Woodfords Fire Department
June 2007 to February 2010

As a Volunteer Captain with the Woodfords Fire Department, I was relied upon to perform many functions of the day-to-day operations. I was the primary EMT on call Tuesday through Friday. I had also been called upon to be the Acting Engineer, Incident Commander and I regularly responded to calls in our BLS Ambulance. During my time with the Woodfords Fire Department, I was promoted to Capitan in 2009. I was also in charge of the safety and training of the EMS program.

South Tahoe Public Utility District
June 2007 to January 2010

My position with South Tahoe Public Utility District was Land Application in Alpine County. My job description included improving and maintaining a 3300-acre piece of property owned by the district. On a day-to-day basis, I operated and maintained heavy equipment including, but not limited to; back hoe, front-end loader and a new Holland Tractor. During my daily ten-hour shifts, I was also on call with the Woodfords Fire Department.

Alpine Motor Company
August 2000 to June 2007
South Lake Tahoe, CA

I opened Alpine Motor Company on a small budget, in a small warehouse here in South Lake Tahoe. Through hard work and determination, it became a successful business. As the owner, I handled and oversaw all aspects of daily operations. I made retail customer sales, handled credit applications, dealt directly with numerous lending institutions, processed DMV documents for all sales, oversaw inventory purchasing, coordinated service calls, managed accounts receivable/payable and supervised and trained 2 to 4 employees. I opened a second location in Minden, NV in 2004 and an offshoot detailing business in 2004

South Tahoe Newspaper Agency
May 1995 to October 2001
South Lake Tahoe, CA

As the commercial route distribution manager, my job consisted of being at the warehouse by 3:00 a.m. to make sure the correct amount of newspapers were unloaded from the bulk trucks. I was also in charge of adjusting the amount of papers that each commercial route driver was asked to place in each individual newspaper rack each day and week. This adjustment was based on the time of the year and the day of the week. I also ensured that each driver had the correct total amount of each paper that they would need for their entire route. I entered the data compiled by each driver concerning the number of unsold papers from the previous day. I scheduled employee's work days, days off, vacations, etc. I dealt with day-to-day employee problems and operations.

United States Forest Service

May 1997 to October 1999

South Lake Tahoe, CA

I worked for the Forest Service on a hand crew for two seasons. I did participate in several fire events over the two fire seasons, but those were light fire years so much of my time was spent working on forestry projects.

EDUCATION SUMMARY

NCTI Roseville

- NCTI Paramedic program

Lake Tahoe Community College

- Emergency Medical Technician Certification 1999 and 2007
- Completed multiple Fire Science and Business classes over two years

Santa Barbara City College

- Completed multiple general education classes in pursuit of a BA in Fire

Science

- Completed several General Business Classes

REFERENCES

Jeff Michael

Retired Fire Chief – Lake Valley Fire Protection District

647 Eloise Ave

South Lake Tahoe, CA 96150

(530) 545-3694

Darcie Goodman-Collins, PhD

CEO League to Save Lake Tahoe

2608 Lake Tahoe BLVD

South Lake Tahoe, CA 96150

(530) 541-5388

Lucas Giordano

Main Street Wealth Group

431 Cleveland St

Woodland, CA 95695-3901

(530) 666-2128

Paul Schlange

South Tahoe Public Utility District

Water Reuse Lead Person

1275 Meadow Crest Drive
South Lake Tahoe, CA 96150
(530) 544-6474

Matthew Nerdahl

982 Boulder Mountain Dr. South Lake Tahoe, CA 96150 – 530-318-1666(C) – 530-600-0301(H)
nerdahl@caltahofire.net

Professional Profile

Experienced Firefighter/Paramedic with a solid reputation for hard-work, professionalism, and concise decision making. Dedicated employee with the mechanical aptitude and skills necessary for the position, and the motivation for advancement.

Pertinent Qualifications

- CA state Paramedic license
- Operator 1A & 1B
- Firefighter I & II certified
- Completed Engineer Task book
- DL: CA Class B
- Haz-Mat FRO
- ICS 100 & 200
- NIMS 700 & 701

Relevant Experience

- 7 years experience as a Firefighter Paramedic
- 4 years qualified as an acting Engineer
- 12 Day assignment as Acting Engineer Type III, King Fire 2014
- 3 years volunteer Firefighting with Lake Valley

Additional Experience

- 2 years Emergency Room Technician
- 2 seasons Heavy Equipment Operator
- 2 years as a Restaurant General Manager

Work Experience

Lake Valley Fire Protection District
Firefighter/Paramedic
South Lake Tahoe, CA
March 2008 – Present
3+ years experience as a Firefighter/Paramedic Apprentice with an additional 4+ years Full time permanent. Responsibilities include Grant writing, grounds maintenance, and FTO status.

Education

Northern California Training Institute (NCTI)
Certificate of Completion: Paramedic
Roseville, CA 2007

Lake Tahoe Community College
Associate's Degree: Fire Science
South Lake Tahoe, CA 2006
Graduated with Honors: 3.96 GPA

Lake Tahoe Community College
Transfer requirements
Currently working on transfer requirements to continue education for Bachelor's degree

Stephen Pevenage

2187 Catalina Drive
South Lake Tahoe CA 96150

Battalion Chief

Operations/EMS

Work Experience:**Battalion Chief-Paramedic****Operations/EMS**

September 2017-Present

- Coordinate the organization, staffing, and operational activities of a battalion
- Assist in the development and implementation of comprehensive fire prevention, suppression, hazardous material, emergency medical services, fire inspections, training and public education programs
- Participate in the development and implementation of goals, objectives, policies and priorities for assigned areas of responsibility

Strike Team Leader Engine

May 2017-Present

- Function in capacity of Strike Team Leader Engine as required by the California Incident Command Certification System.

Division/Group Supervisor (t)

May 2018-Present

- Function in capacity of Division/Group Supervisor as required by the California Incident Command Certification System.

Captain/Paramedic

September 2005-September 2017, Lake Valley Fire Protection District

Special Assignments:

- District run books
- Best Practice Guidelines
- ALS Engines
- Public education
- Defensible Space Inspector
- Project leader to Finalize Training Center (portable classroom and offices)

Engineer/Paramedic

March 2003-September 2005, Lake Valley Fire Protection District

Special Assignments:

- Logistics Section Chief (CTESOA) Responsible for all Logistical needs of the District and JPA

Firefighter/Paramedic

March 2001-March 2003, Lake Valley Fire Protection District

Special Assignment:

- Medical Supplies

Firefighter/Paramedic

October 1999-March 2001, El Dorado Hills Fire Protection District

Special Assignment:

- Paramedic Field Training Officer
- Child Safety Seat Program Administrator

Firefighter/Paramedic

October 1997-October 1999, El Dorado County Fire Protection District

Volunteer Firefighter

1993-1997, Lake Valley Fire Protection District

Paramedic

October 1994-October 1997, Lake Tahoe Ambulance

Education:

Columbia Southern University

Bachelor of Science, Fire Administration

Magna Cum Laude

June 2017

California State Chief Officers Certification

June 2010

California State Fire Officers Certification

May 2006

Associate of Arts Fire Science
1998, Lake Tahoe Community College

Certificate in Paramedic Science
1994, Truckee Meadows Community College

Relevant Certifications:

California State Fire Marshal Fire Officer 2006
California State Fire Marshal Chief Officer 2010
California State Fire Marshal Firefighter I 1997
California State Fire Marshal Firefighter II 2006
California State Fire Marshal Rescue Systems I
California State Fire Marshal Driver Operator 1A
California State Fire Marshal Driver Operator 1B
California State Fire Marshal Fire Apparatus Driver/Operator I
California State Fire Marshal Fire Instructor 1A
California State Fire Marshal Fire Instructor 1B
California State Fire Marshal Fire Instructor 1C
Department of Forestry & Fire Protection S290 1998
NWCG ICS 100, 200, 300 2002
NWCG S-205 2002
NWCG S-131 2009
NWCG S-212 2009
NWCG S-270 2010
NWCG S-200 2011
NWCG S-231 2012
NWCG S-230 2012
NWCG I-400 2010
NWCG S-234 2013
NWCG S-330AR 2015
NWCG S-215 2016
NWCG S-339 2017
NWCG S-390 2019
FEMA National Fire Academy Political and Legal Foundations in Fire Protection

FEMA National Fire Academy Applications of Fire Research
 FEMA National Fire Academy Principles of Firefighter Safety and Survival
 FEMA National Fire Academy Building Construction for Fire Protection
 FEMA National Fire Academy Community Risk reduction for Fire and
 Emergency Services

Fire Experience:

Incident Na	Location	Year	Position	Operational Periods	Incident Compl
Darby	Calaveras	2001	Apparatus Operator		
Coleville	Mono	2002	Apparatus Operator		
Angora	El Dorado	2007	Engine Boss	7	
Harris	San Diego	2007	Engine Boss	14	
BTU Lightning Co	Butte	2008	Engine Boss	14	
Humboldt	Butte	2008	Engine Boss	6	
Lockheed	Santa Cruz	2009	Engine Boss	14	
Hat Creek Com	Shasta	2009	Engine Boss	7	
Robbers	Placer	2012	Engine Boss	3	
Ponderosa	Tehama/Shasta	2012	Engine Boss	6	
Eiler/Bald	Shasta	2014	Engine Boss	10	
Washington	Alpine	2015	Engine Boss	10	
Trailhead	El Dorado	2016	Sten (T)	8	
Mineral	Fresno	2016	Sten (T)	6	
Clayton	Lake Co	2016	Sten (T)	7	
Willard	Lassen	2016	Sten (T)	6	
Loma	Santa Cruz	2016	Engine Boss	4	
Wall	Butte	2017	Engine Boss	8	
Detweiler	Mariposa	2017	Engine Boss	14	
Ponderosa	Butte	2017	Engine Boss	6	
Salmon/August	Klammoth	2017	Engine Boss	8	
Thomas	Ventura	2017	STEN	14	

DYLAN C. YUZBICK

P.O. BOX 551327, SOUTH LAKE TAHOE, CA 96155 530.545.3302 dyazur@yahoo.com

Education

Lake Tahoe Community College, South Lake Tahoe, CA

Major Fire Science, Specialization Firefighter I Certificate of Achievement, 2013

Lake Tahoe Basin Fire Academy Graduate, 2013

Received Leadership Award at Graduation Ceremony

San Diego State University, San Diego, CA

Bachelor of Arts, Liberal Arts and Sciences, English Graduate, 2009

Lake Tahoe Community College, South Lake Tahoe, CA

Associate in Arts, Liberal Arts Graduate, 2007

South Tahoe High School, South Lake Tahoe, CA

High School Diploma Graduate, 2005

Experience

Lake Valley Fire Protection District

Professional Firefighter/EMT-P September 2015-Present

Respond to activation of 911 system as required per the District's Mission Statement

Operate within District's Chain of Command to ensure all wants and needs of District are fulfilled Function with members of District to fulfill daily objectives, training, and goals of District

Constant responsibility, truthfulness, and honesty in motives and actions at District

Lake Valley Fire Protection District

Volunteer Firefighter/EMT-B January 2010-September 2015

Lake Tahoe Community College

Lake Tahoe Basin Fire Academy, Instructional Aide September 2013-Present

Effectively teach academy cadets Firefighter I curriculum per the California State Fire Marshal

Consistency of values, actions, methods, expectations, outcomes, and principles

Cognizant of the way set forth by the founding committees to assure academy reputation

EMT B, Instructional Aide September 2012-Present

Accurate and effective transmission of current EMS Scope of Practice

Awareness of numerous learning patterns and ability to mold curriculum to each

South Tahoe CrossFit*Certified Level I Trainer*

August 2011-Present

Professionally coach and manage large groups of people of all abilities and demographics
Effectively encourage members to help fulfill their health and fitness needs
Integrate continuous improvement to progress and evolve the local CrossFit community
Exemplify patience to demonstrate that gratification will present if given attentive time

Shodan Inc.*Alaskan Fisherman (Deckhand)*

June 2011-July 2011

Entertain work ethic by completing objectives and exceeding objective expectations
Management of time and movement efficiency to assure effective return success
Maintenance of deck and quarter cleanliness as insurance to safety and vessel order
Constant composure protection in every of the many variable environment circumstances

Qualifications

California State Fire Marshal Fire Fighter I and II

Certificate of Completion Lake Tahoe Basin Fire Academy

Basic Wildland Firefighter

Candidate Physical Ability Test

National Registry EMT-P, ACLS, PALS, ITLS

California State EMT-P

American Heart Association CPR

Skills/Interests

Versed in Spanish

Trade Experienced

CrossFit Trainer of Functional Fitness

References

Terrence Finney, Judge of the Superior Court Retired -Deceased, State of California

Brad Jackson, Captain Retired, South Lake Tahoe Fire Department

Kenneth Spielvogel, MD, Barton Memorial Hospital

Contact information furnished upon request***Additional License's, Certifications, and References furnished upon request***



South Lake Tahoe Fire Rescue Personnel Roster

Last Name	Position	Certification	Certification Number
Anderson	Captain	EMT	E006023
Asbury	Captain	Medic	P17358
Bailey	Engineer	Medic	P24384
Benavidez	Engineer	EMT	E004400
Berthinier	Firefighter	Medic	P38660
Bias	Firefighter	Medic	P31420
Blasser	Firefighter	Medic	P28233
Cawelti	Engineer	Medic	P27224
Davis	Engineer	Medic	P26773
Drennan	BC	EMT	E005116
Forehand	Firefighter	Medic	P32818
George	Captain	Medic	P17717
Hambel	Engineer	EMT	E025358
Jack	Captain	Medic	P26601
Jones	Firefighter	Medic	P35339
Keys	Captain	EMT	E052748
Koeppen	BC	EMT	E000723
Martinez	Captain	Medic	P26031
Mileski	Engineer	Medic	P24649
Monday	Engineer	EMT	E004341
Renner	Firefighter	Medic	P32532
Taormina	Engineer	Medic	P31216
Vallejo	Firefighter	Medic	32827

Jim Drennan

779 Algonquin Ct South Lake Tahoe, CA 96150 530.318.2334 jdrennan@cityofslt.us

Work Experience

Operations Battalion Chief, South Lake Tahoe Fire Dept (May 2016—Present) Under direction of the Fire Chief, plan, direct and supervise daily operations of assigned shift and all personnel. Required to take Incident Command of all 1st alarm or greater responses. Responsible for Fire Department operations including EMS, response policies, new apparatus, company standards, EOC liaison, dispatch liaison and Acting Fire Chief.

Shift Commander, South Lake Tahoe Fire Department (Nov 2011—Mar 2012) Promoted as the first Shift Commander and subsequently requested a demotion to Fire Captain due to family health needs. Continued to act as Shift Commander on an as-needed basis from March 2012—present.

Acting Division Chief, South Lake Tahoe Fire Department (May 2009—Nov 2011) Worked in the capacity of duty chief on an as-needed basis. Managed multiple engine companies, provided incident command at large incidents as well as all administrative and support functions including but not limited to payroll, staffing, training and record keeping.

Fire Captain, South Lake Tahoe Fire Department (March 2007—May 2016) Under direction of the assigned Division Chief or Shift Commander, plan, direct and supervise the day-to-day activities of assigned engine company personnel; command engine company emergency responses; and direct shift/station activities related to fire suppression, inspection, prevention, training and public education.

Fire Engineer, South Lake Tahoe Fire Department (June 2005—March 2007) Under general supervision of assigned Fire Captain, operate and maintain fire apparatus and other fire-fighting and safety related equipment; respond to fire alarms and other emergency calls to protect life and property

Firefighter, South Lake Tahoe Fire Department (December 2002—June 2005) Under the direction of the Fire Captain respond to fire alarms and other emergency calls to protect life and property; provide basic life support emergency medical service.

Education

Bachelor of Arts Degree History 1997, Lewis & Clark College, Portland, OR

Fire Academy 1999, Portland Community College, Portland, OR

Complete list of applicable certifications and licenses provided via NEOGOV

Currently enrolled at Columbia Southern to complete Master's Degree in Emergency Services Mgmt

Additional Information

South Tahoe Action Team (STAT) program manager November 2014—Present.

Union President IAFF Local #4427 (January 2007—January 2009).

Have worked extensively with neighboring Fire Departments to build strong professional relationships with mutual and auto aid agreement partners.

Wrote and implemented Firefighter Rescue Policy for South Lake Tahoe Fire Department and Lake Valley Fire Protection District.

Adjunct Faculty for the LTCC Lake Tahoe Basin Fire Academy since 2007

KIM GEORGE
731 LASSEN DR
SOUTH LAKE TAHOE, CA 96150
(530) 307-9596

EDUCATION

2019	GRAND CANYON UNIVERSITY CURRENT MASTERS IN SCIENCE STUDENT EXECUTIVE FIRE LEADERSHIP W/ EMPHASIS IN DISASTER PREPAREDNESS	PHEONIX, AZ
2016	LAKE TAHOE COMMUNITY ASSOCIATE FIRE SCIENCE	S. LAKE TAHOE, CA
2013	EXCELSIOR COLLEGE BACHELORS IN SCIENCE NURSING	ALBANY, NY
2009	EXCELSIOR COLLEGE ASSOCIATE NURSING	ALBANY, NY
2001	METS PARAMEDIC SCHOOL PARAMEDIC	LODI, CA
1995	DIABLO VALLEY COLLEGE ASSOCIATE LIBERAL ARTS	CONCORD, CA

CURRENT CERTIFICATIONS

CALIFORNIA FIRE MARSHALL FIRE OFFICER
REGISTERED NURSE CA#761360
REGISTERED NURSE NV#95994
NATIONAL REGISTRY PARAMEDIC #0929743
CALIFORNIA PARAMEDIC #P17717
NATIONAL FIRE ACADEMY QUALITY IMPROVEMENT IN EMS
ACLS / PALS / PHTLS

EXPERIENCE

2001-2019	CITY OF SOUTH LAKE TAHOE FIRE RESCUE
2016-2019	CAPTAIN PARAMEDIC / EMS OFFICER
2012-2016	EMS COORDINATOR
2011-2016	SLTFD EMS TRAINING / SLTFD FTO LEADER
2009-2016	ENGINEER PARAMEDIC
2003-2016	FIELD TRAINING OFFICER
2005-2006	EL DORADO COUNTY CQI LEADER
2003-2006	SLTFD CQI COORDINATOR
2001-2009	FIREFIGHTER / PARAMEDIC
2017-2018	H2UP IV HYDRATION THERAPY RN

JAY D. MANNING

28844 Road 168, Visalia CA. 93292 559-284-5315 jd@stephaniemanning.com

PROFESSIONAL PROFILE

Innovative, team oriented professional with 22 years of practical experience and demonstrated success in the fire service; including suppression, operations, supervision, labor relations, and training. Demonstrated proven ability to work collaboratively and communicate effectively to accomplish results; providing the necessary foundation for effective change. Experienced interaction with senior administration and management personnel, as well as, stakeholders with both private and public agencies.

EDUCATION

Waldorf College
BS - Fire Service Administration – 2014

College Of Sequoias
AS - Fire Science - 2001

PROFESSIONAL EXPERIENCE

South Lake Tahoe Fire Rescue – Battalion Chief

November 2018 – Present

City of Visalia - Administration Officer

August 2014 - November 2016

City of Visalia - Fire Captain

March 2009 – November 2018

City of Visalia - Fire Engineer

March 2006 - March 2009

City of Visalia - Firefighter / EMT-D

August 2000 - March 2006

California Department of Forestry - Firefighter I

March 2000 - August 2000
June 1999 - November 1999

COMMUNITY

- Volunteer Coach Visalia Parks and Recreation
- Participant in Fill the Boot - MDA
- Sequoia Union School District - School Site Council, 2014/2015, 2016/2017, and 2017/2018
- Volunteer Coach Odyssey South Youth Soccer

ACHEIVEMENTS

- Visalia Firefighters L-3719 Vice President, January 2017 to Present
- 2015 City of Visalia Supervisory Academy
- 2012 Visalia Fire Department Firefighter of the Year
- 2011 Circle of Excellence Award Recipient - Visalia Fire Department

CERTIFICATIONS / SKILLS

CSFM Chief Officer
CSTI HazMat IC
CSFM Rescue Systems I, II
S-234, 258, 270, 290
S-330AR Strike Team Leader All Risk
CSTI WMD, HAZMAT F.R.O.
FEMA IS800.b National Response Framework
S-358 Communications Unit Leader

CSFM Fire Officer
ICS 100, 200, 300, 400
FEMA IS700 NIMS
NFA Advanced Fire & Emergency Services Admin
NFA Personnel Management in the Fire Service
NFA Political and Legal Foundations for Fire
NFA Community Risk Reduction
NFA Fire Protection Structures and System Design

APPENDIX D Contents: Member Agreements

Fallen Leaf Lake Fire Department (FLLFD) Non-Transport Member Agreement

Lake Valley Fire Protection District (LVFPD) Member Agreement

South Lake Tahoe Fire and Rescue (SLTFR) Non-Transport Member Agreement

**NON-TRANSPORTING
ADVANCED LIFE SUPPORT SERVICES
AGREEMENT**

Between Cal Tahoe And Fallen Leaf Lake CSD Fire Department

THIS AGREEMENT made and entered into by and between the California Tahoe Emergency Services Operations Authority (hereinafter referred to as "CAL TAHOE"), and Fallen Leaf Lake CSD Fire Department, (hereinafter referred to as "Member Agency"), whose principal place of business is 241 Fallen Leaf Road, South Lake Tahoe California.

R E C I T A L S

WHEREAS, CAL TAHOE is responsible for providing Advanced Life Support (ALS) prehospital medical care within its jurisdiction, in compliance with the Contract for Prehospital Advanced Life Support and Dispatch Services with the County of El Dorado; and

WHEREAS, Member Agency desires to provide Advanced Life Support prehospital medical care services in El Dorado County; and

WHEREAS, Member Agency may also desire to provide Advanced Life Support emergency medical services, be it for an emergency, at a special event, or routine medical transportation; and

WHEREAS, this Agreement is developed in compliance with the Contract for Prehospital Advanced Life Support and Dispatch Services with the County of El Dorado; and

WHEREAS, Member Agency agrees to comply with the requirements of the California Health and Safety Code, Division 2.5, Section 1797 et seq.; California Code of Regulations, Title 22, Division 9, Chapter 4, Article 5, Section 100164; the County Emergency Medical Service and Medical Transportation Ordinance; the Contract for Prehospital Advanced Life Support and Dispatch Services with the County of El Dorado; the standards of the El Dorado County EMS Agency, including but not limited to the County EMS Agency Policy and Procedure Manual, El Dorado County Trauma Plan, and applicable agency, State or local statutes, ordinances or regulations; and

WHEREAS, the El Dorado County EMS Agency Medical Director, through the County EMS Agency, and as defined in the Contract for Prehospital Advanced Life Support and Dispatch Services with the County of El Dorado, has the authority to develop overall plans, policies, and medical standards to ensure that effective levels of ALS care are maintained within the COUNTY; and that the Medical Director has the exclusive authority for establishing the required equipment, medication inventories, and medical protocols; and

WHEREAS, the El Dorado County EMS Agency Medical Director shall have retrospective, concurrent, and prospective medical control including access to all information pertinent to data collection, evaluation and analysis,

CAL TAHOE and Member Agency mutually agree as follows:

SECTION I – DEFINITIONS

The following terms and definitions apply to this Agreement:

1. ALS Assessment Unit – Means an engine, squad, truck, or other type of response unit that is capable of providing limited ALS on a full or part-time basis.
2. Advanced Life Support (ALS) means special services designed to provide definitive prehospital 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 or as otherwise defined by the Federal Health Care Finance Administration.
3. ALS Service Agency A public agency, private corporation, or other business entity which has 1) met all criteria for approval and has been approved by the EMS Agency in accordance with Title 22 California Code of Regulations (CCR) Division 9, Chapter 4, Section 100168 to provide ALS services to a designated geographic area with a designated number of DMT-P units and 2) employees certified EMT-1, certified EMT-2 or licensed paramedic personnel for the delivery of emergency medical care to the sick and injured at the scene of an emergency, during transport, or during interfacility transfer (Reference Title 22 CCR Section 100401). This definition shall include all authorized air ambulances servicing the County of El Dorado.
4. Ambulance means a vehicle that is specially constructed, modified or equipped, and used for the purpose of transporting sick, injured, convalescent, infirm, or otherwise incapacitated persons. In the case of vehicles owned and operated by public agencies, ambulance must meet the same standards for construction, identification, mechanical integrity, equipment and supplies as required of private agencies by the California Highway Patrol,
5. Arrival at the Scene means the time that an emergency response vehicle comes to a physical stop at an emergency scene (wheels stopped).
6. Base Hospital An acute care hospital responsible for providing on-line (active communication via radio, telephone or other electronic telephonic communication device) and off-line (discussion at Continuous Quality Improvement or peer review meetings) medical direction/control to COUNTY accredited EMT-Ps, pursuant to a written agreement with the COUNTY in accordance with Title 22 CCR Division 9, Chapter 4, Section 100169.
7. County means County of El Dorado, the political subdivision of the State of California. The Health Services Department through its local County EMS Agency is responsible for the direct oversight of prehospital emergency and non-emergency medical care in El Dorado County.

8. Critical Care Transport (CCT) means a transport during which a patient requires a level of medical care and/or observation that exceeds the standard scope of practice for County accredited paramedics. Such services may be rendered by specially trained and authorized paramedics, or registered nurses, physicians, respiratory therapists, perfusionists, physician's assistants, nurse practitioners or nurse midwives as determined by the physician responsible for the patient and the County EMS Agency Medical Director.
8. Emergency means a condition or situation in which an individual has a need for immediate medical attention, or where the potential for such need is perceived by emergency medical personnel, a public safety agency, or may reasonably be perceived by any prudent layperson; any sudden or serious illness or injury requiring immediate medical or psychiatric attention under such circumstances in which a delay in providing such services may aggravate the medical condition or cause the loss of life or an unknown situation; furthermore, any case declared to be an emergency by a physician.
9. Emergency Medical Response means responding immediately to any request for ambulance service for an emergency medical condition. An immediate response is one in which the ambulance vehicle responding begins as quickly as possible to take the steps necessary to respond to the call.
10. Emergency Medical Service and Medical Transportation Ordinance means an ordinance adopted by the El Dorado County Board of Supervisors that sets the standards and/or definitions for emergency medical services and medical transport; personnel and training requirements; equipment and supply requirements; response times; communication requirements; and medical transportation service requirements. It empowers the El Dorado County Emergency Medical Services Agency through the County Health Services Department to issue permits to litter van and wheelchair van transport services, and enter into contracts with ambulance entities; monitor performance; enforce standards, if necessary; and act in an impartial manner as an arbitrator in matters of citizen complaints.
11. Emergency Medical Services (EMS) means the medical services provided in an emergency.
12. Emergency Medical Services Agency (EMS Agency) means the administrative agency designated through the Health Services Department by the El Dorado County Board of Supervisors pursuant to Health and Safety Code, Section 1797.200.
13. Emergency Medical Services Aircraft (EMS Aircraft) means any aircraft utilized for the purpose of prehospital emergency patient response and transport. EMS aircraft includes air ambulances and all categories of rescue aircraft.
14. Emergency Medical Technician or EMT means an individual trained in all facets of basic life support (as defined in Health and Safety Code Section 1797.80) according to standards prescribed in the California Code of Regulations, Title 22, Chapter 2, and who has a valid State of California certificate.

15. Emergency Medical Technician-Paramedic or EMT-P means an individual who is educated and trained in all elements of prehospital Advanced Life Support; whose scope of practice is to provide Advanced Life Support in accordance with the standards prescribed in the California Code of Regulations, Title 22, Chapter 4; and who has a valid State paramedic license. Paramedics working in El Dorado must additionally be accredited according to standards established by the County EMS Agency Medical Director.
16. Medical Director means the medical director of the County EMS Agency.
17. Mobile Intensive Care Nurse (MICN) means a registered nurse who is licensed by the California Board of Registered Nursing and who has been authorized by the medical director of the local County EMS agency as qualified to provide prehospital Advanced Life Support or to issue instructions to prehospital emergency medical care personnel within an EMS system according to standardized procedures developed by the local County EMS Agency.
18. Physician means an individual licensed by the State as a doctor of medicine or doctor of osteopathy.
19. Prehospital Care Report (PCR) means the form approved by the County EMS Agency for the purpose of documenting all patient care provided in El Dorado County and shall also include all required billing information.
20. Primary Response Area means a geographical area designated by the County as an emergency medical services zone.
21. Registered Nurse means an individual licensed by the State of California Board of Registered Nursing. (Note: Nurses originating from the state of Nevada who provide emergency medical transportation services across the California-Nevada border shall be licensed by the Nevada State Board of Nursing.
22. Response Time means the time interval from the moment that the ambulance or medical transportation entity is first made aware of the call back number, the address of the patient or passenger, and in the case of ambulance request the presumptive patient condition as defined by EMD, and in the case of medical transportation the requested level of service, until the arrival at the scene of the emergency or pickup point, which is the time that an ambulance or medical transportation vehicle comes to a physical stop at the scene (wheels stopped).
23. Special Event means an event where spectators and/or participants in the event have a potential for illness or injury, or any situation where a previously announced event results in a gathering of persons in one general locale, sufficient in numbers, or engaged in an activity, that creates a need to have one or more EMS resources at the site as defined by EMS Agency Policy issued by the EMS Agency Medical Director.
24. Utilization Ratio means a measure of productivity. The unit hour utilization ratio is calculated by dividing the number of transports during a given period by the number of unit hours produced during the same period.

25. Unit Hour means a fully staffed, equipped, and available ambulance available for or involved in emergency medical response for one hour. For example, if a system operates one unit for 24 hours and transports 12 patients in that period, its unit hour utilization ratio would be 0.50.

SECTION II - SCOPE OF SERVICES

Member Agency agrees to provide full service Prehospital Advanced Life Support Services as described in this Agreement, and the terms and conditions of the El Dorado County Emergency Medical Service and Medical Transportation Ordinance. In the performance of its obligation hereunder, it is agreed that the Member Agency is subject to the medical control of the El Dorado County EMS Agency Medical Director, and to the control or direction of CAL TAHOE.

1. Member Agency shall provide prehospital Advanced Life Support service response on a seasonal basis twenty-four (24) hour per day, unless otherwise specified by the County EMS Agency, in which case there shall be adequate justification for the exemption, as provided in the California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7, Section 100168
2. Member Agency shall at all times meet the requirements set forth by the California Highway Patrol; the California Vehicle Code; the State of California Health and Safety Code; the State of California Emergency Medical Services Authority, the California Code of Regulations, the El Dorado County Emergency Medical Service and Medical Transportation Ordinance, the El Dorado County EMS Agency Policies, Procedures and Field Treatment Protocols, and any other applicable statute, ordinance, and resolution regulating Advanced Life Support services provided under this Agreement, including but not by way of limitation, personnel, vehicles, equipment, services, and supplies which are the subject of this Agreement. *In* the event of any conflicting statute, ordinance, or regulation, the statute, ordinance, or regulation setting forth the more stringent requirement shall be met.
3. This Agreement is for prehospital Advanced Life Support services provided in the primary response area of El Dorado County known as County Service Area No. 3 South Shore Area, and a part of Alpine County, except for the "Tahoe West Shore" in El Dorado County. Member Agency shall be responsible for providing prehospital Advanced Life Support services for all emergency requests for ALS service received from any person or any agency in the coverage area and dispatched through the designated dispatch center.
4. Member Agency shall ensure that personnel shall be familiar with local geography throughout the primary response area.

Article I - Standards of Service for Prehospital ALS

1. Member Agency shall respond to requests for emergency medical services from the designated dispatch center.
2. Member Agency shall not cause or allow its ALS units to respond to a location without receiving a specific request from the designated Dispatch Center for such service at that location.

3. Member Agency shall immediately respond to requests for emergency medical service to the address or place given and shall complete that run, unless diverted by the designated Dispatch Center.
4. Member Agency shall promptly respond an ALS unit to the emergency call and shall complete that run, unless diverted by the designated Dispatch Center pursuant to CAL TAHOE's System Status Management Plan.
5. In the case of ALS first responder, the first responder shall notify the designated dispatch center when en route, upon arrival at scene, upon arrival at patient, upon departure from scene, and shall notify the designated dispatch center when they are committed to a call, out of service, or when any other status change occurs.
6. In the event that Member Agency is unable to respond to a request for emergency medical service, the Member Agency shall immediately notify the designated Dispatch Center. When all vehicles in service are committed, mutual aid request provisions shall be followed.
7. Member Agency shall not advertise itself or the responding unit as providing advanced life support services unless routinely providing advanced life support services on a continuous twenty-four (24) hour-per-day basis, as provided in the California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7.
8. Member Agency shall implement said ALS emergency medical services as a part of CAL TAHOE's response system within the Primary Response Area, and adhere to a System Status Management Plan developed by CAL TAHOE at all times during the term of this Agreement.

Article II - System Designations

1. The designated Base Hospital provides on-line medical control according to the California Health and Safety Code, Division 2.5, Section 1798.000 through and including Section 1798.104. The designated Base Hospital for CSA No. 3 (CSA #3) South Shore Area is Barton Memorial Hospital.
2. The designated Dispatch Center for CSA No. 3 is the City of South Lake Tahoe Dispatch Center. CAL TAHOE shall respond to requests for prehospital Advanced Life Support services from the designated Dispatch Center.

Article III — Personnel Requirements

1. Member Agency shall ensure that all Paramedic personnel are licensed by the State of California and accredited with the County EMS Agency. Member Agency shall ensure that EMT personnel are certified in El Dorado County. Personnel whose certification/accreditation has lapsed shall not be allowed to provide prehospital care within El Dorado County until they have met all requirements to bring current their certification/accreditation, Member Agency shall ensure compliance with all EMT and EMT-P regulations from the State of California Health and Safety Code, Division 2.5, and Title 22, Division 9, and ensure that the County

EMS Agency Policies, Procedures and Field Treatment Protocols are followed. For each new employee, Member Agency shall provide a copy of such records of certification and/or accreditation to CAL TAHOE.

2. Member Agency shall ensure that all personnel will be physically and mentally fit to serve in the prehospital care capacity. No intoxicating substance shall be used while on duty, nor shall they be used in the eight (8) hours prior to reporting for duty.
3. In the case of First Responder ALS, Member Agency shall maintain a minimum staffing level of not less than one (1) CAL TAHOE Paramedic.
4. Member Agency shall ensure that the medical certification and/or accreditation level of all personnel be clearly displayed. Said identification shall be worn as deemed operationally necessary.
5. Member Agency shall maintain good working relationships with fire agencies; law enforcement; base hospitals; County EMS Agency; and City and County staff. The conduct of personnel must be professional and courteous at all times.
6. Member Agency shall provide safe and sanitary living quarters for on-duty personnel.

Article IV - Equal Opportunity Employer

Member Agency shall be an equal opportunity employer and shall be committed to an active Equal Employment Opportunity Program (EEOP). It shall be the stated policy of Member Agency that all employees and applicants shall receive equal consideration and treatment in employment without regard to race, color, religion, ancestry, national origin, age (over 40), sex, marital status, medical condition, or physical handicap.

All recruitment, hiring, placements, transfers and promotions will be on the basis of individual skills, knowledge and abilities, regardless of the above identified basis. All other personnel actions such as compensation, benefits, layoffs, terminations, training, etc., are also administered without discrimination. Equal employment opportunity will be promoted through a continual and progressive EEOP. The objective of an EEOP is to ensure nondiscrimination in employment and, wherever possible, to actively recruit and include for consideration for employment minorities, women and the physically handicapped.

Article V — Training Requirements

1. Member Agency shall maintain records of all EMS training, continuing education and skills maintenance as required by the El Dorado County EMS Agency. Member Agency shall provide to the County EMS Agency specific records upon request.
2. Member Agency shall agree to participate in EMS system components that include paramedic, nurse and trainee field observations including ride-alongs, disaster drills, and continuing education programs, even if such persons are employed by provider.

3. Member Agency shall provide qualified paramedic personnel to be Field Training Officers (FTO's) to instruct and accredit paramedics who are new to the system or who are in an approved paramedic internship program. FTO's shall provide orientation to El Dorado County EMS Policies, Procedures, Protocols, Trauma Plan, EMS Plan, EMS radio communication and Base Station and receiving hospitals. FTO's shall provide training in any optional scope of practice procedure currently in effect in El Dorado County. CAL TAHOE shall ensure that FTO's shall be allowed to attend meetings and/or training pertinent to the El Dorado County EMS system, The County EMS Agency Medical Director shall approve all El Dorado County FTO's.

Article VI — Community Education

Member Agency shall participate in providing community education on 9-1-1 system access, CPR and first aid, and shall utilize community organizations to support and enhance local community efforts in providing public education.

Article VII — Quality Improvement/Quality Assurance

1. Member Agency shall have and maintain a comprehensive internal medical and operational quality assurance program. This program shall, at a minimum, monitor and evaluate the prehospital Advanced Life Support services required in this Agreement. The program shall be reviewed and approved by CAL TAHOE.
2. Member Agency shall participate in assigned CAL TAHOE quality improvement/ quality assurance activities, and shall appoint appropriate personnel to serve on prehospital and disaster committees, as needed. These committees and/or activities shall include, but are not limited to, Continuous Quality Improvement Committee (CQIC), Medical Advisory Committee (MAC), peer review, post incident critiques, and other related activities and committees.
3. Member Agency shall cooperate fully in supplying all requested documentation to CAL TAHOE, the Base Hospital and the County EMS Agency, and shall participate fully in all quality assurance programs mandated by the COUNTY.
4. Member Agency shall allow inspections, site visits or ride-alongs at any time by CAL TAHOE and County EMS Agency staff, with or without notice, for purposes of CAL TAHOE contract compliance and medical quality assurance.

Article VIII — Mutual Aid Requests

1. Mutual aid response shall be performed in accordance with approved cover and mutual aid agreements. In the course of rendering such services, Member Agency shall be exempt from the maximum response time standards. Member Agency shall advise dispatch that they are unable to respond to mutual aid requests if such response is in conflict with a response in the Primary Response Area.

2. Mutual aid response may require Member Agency to respond ALS vehicles into a response area other than that assigned in this Agreement. Whenever Member Agency personnel receive a request for service in another area, Member Agency personnel shall immediately respond an ALS vehicle as directed. If, due to prior or concurrent commitments of on-line units, the Member Agency personnel are unable to respond in a timely manner, the requesting agency shall be notified immediately. If the requesting agency's urgency is such that it would be appropriate to call up staffing of a backup unit, the Member Agency shall initiate such call-up.

Article IX — Disaster/Multicasualty Incident Requirements

1. Member Agency shall cooperate with CAL TAHOE in establishing disaster and multicasualty incident plans, policies and procedures; and assist in planning and participate in interagency disaster/multicasualty incident training exercises annually.
2. During declared disasters or large-scale multicasualty incidents, Member Agency shall be exempt from all responsibilities for response-time performance until notified by CAL TAHOE or incident commander. When the Member Agency is notified that disaster assistance is no longer required, the Member Agency shall return all its resources to the primary area of responsibility, and shall resume all operations in a timely manner.
3. During the course of a disaster or large-scale multicasualty incident, Member Agency shall use best efforts to provide Priority 1, Priority 2, and Priority 3 service coverage to the assigned Primary Response Area while suspending Priority 4, 5, and 6 service upon notification of such by CAL TAHOE.

Article X — Drugs and Medical Supplies

Member Agency shall possess and agree to maintain adequate drug and solution inventory, drugs, and supplies in compliance with the El Dorado County EMS Agency Policy and Procedure Manual.

Article XI - ALS Medical Equipment

1. Standards for medical equipment shall be in compliance with the County EMS Agency Policy and Procedure Manual promulgated by the County EMS Agency as required for the level of service being provided. The County EMS Agency provides electronic access to the Policy and Procedure Manual and Manual updates on an ongoing basis. Member Agency shall be charged with knowledge of that Policy. The policy shall be updated from time to time as determined necessary by the County EMS Agency.
2. Compliance with these medical equipment requirements is not mandated for inactive "reserve" units. Vehicles, equipment and supplies shall be maintained in a clean, sanitary and safe mechanical condition at all times.
3. Upon inspection by the COUNTY, any primary or backup ambulance failing to meet these medical equipment requirements shall be immediately removed from service and remain out of service until any deficiency is corrected. Upon inspection by the COUNTY, any Advanced Life

Support vehicles other than ambulance failing to meet these medical emergency requirements shall immediately discontinue providing advance life support services until all deficiencies are corrected. At the time when a reserve ambulance unit is used to provide the services required by this Agreement, the unit shall comply with all Equipment Requirements as specified in this Agreement.

Article XII — Communications Equipment

Member Agency shall possess and agree to utilize exclusively and maintain two-way communication equipment that is compatible with COUNTY approved dispatch, designated Base Station facilities and all EMS users. Communication capabilities and use of frequencies will be monitored by CAL TAHOE and the County EMS Agency. (No private medical transportation/ambulance system telephone access number shall exist for emergency dispatch.)

SECTION III - DATA COLLECTION AND REPORTING REQUIREMENTS

Member Agency shall submit reports and data to CAL TAHOE in a form and manner approved by CAL TAHOE. The articles hereinafter detail reporting requirements and timetables, which are intended to be mandatory and exemplary but not intended to be all-inclusive.

Member Agency shall be responsible to ensure that all information is provided to CAL TAHOE in a timely manner as indicated throughout this Agreement.

Article I — Patient Care Report

1. Member Agency personnel shall utilize the approved El Dorado County "Prehospital Care Report" (PCR) for all emergency and non-emergency responses including non-transports.
2. The Prehospital Care Report and billing paperwork shall be submitted to COUNTY according to the time frames established in writing by Ambulance Billing as required by El Dorado County EMS Policy: *"Documentation - Medic Unit Prehospital Care Report Form"*.
3. In the case of ALS first responder where the first responder maintains patient care and rides in the ambulance, one of the following documentation options shall be utilized: a) a PCR may be filled out by the first responder paramedic and be utilized as the only PCR for that patient; or, b) the first responder paramedic completes a first responder PCR, and the ambulance paramedic completes a separate PCR.
4. In the case of ALS first responder, at the time of transfer of patient care to the transporting paramedic, the first responder shall relay all pertinent information including, but not limited to: patient history, mechanism of injury, medications normally taken, allergies, assessment finding, and treatments already performed.
5. In the case of ALS first responder where the first responder report is not completed prior to the ambulance leaving the scene; the first responder shall complete this report within 24 hours and follow the distribution instructions as defined in the El Dorado County EMS documentation

policy. If any portion of the incomplete PCR is passed on to the transporting unit, it shall not be considered an official document.

6. Member Agency personnel shall perform due diligence to obtain and transmit all required billing and patient care information. If circumstances arise which limit the availability of patient information, billing information, and associated information, Member Agency shall remain responsible to obtain the required information and submit it to COUNTY. Member Agency personnel shall adhere to the requirements of the El Dorado County EMS Policy: *"Documentation - Medic Unit Prehospital Care Report Form"*.
7. Ambulance Billing shall notify the Member Agency management of failure to adequately complete a PCR. Repeated failures to adequately complete the PCR shall be reported to the JPA, and the JPA shall take the necessary action to correct the omission/error situation. Ambulance Billing personnel shall provide reports no less than monthly to the JPA to help identify personnel in need of additional training.
8. Upon receipt of notification from Ambulance Billing of missing or incomplete items of billing or patient care information, the JPA shall have five calendar days in which to furnish the required information to Ambulance Billing. This reporting timeline *may* be adjusted by the County EMS Agency Administrator according to the sensitivity and urgency of required information.

Article II - Incident Report

Member Agency shall furnish its personnel with EMS Event Analysis forms, and shall ensure that its personnel understand and utilize such forms. Member Agency shall notify CAL TAHOE within 24 hours if a sentinel event occurs, i.e., injury to patient, crew or public, or violent or high profile incident. Member Agency may also provide notification and EMS Event Analysis forms to the El Dorado County EMS Agency.

1. Mutual Aid Received or Provided

Member Agency shall document each occurrence of Mutual Aid emergency medical response into the Primary Response Area by an out-of-area ambulance service entity, or Mutual Aid rendered to another agency outside the Primary Response Area on an EMS Event Analysis Form. Such report shall detail the time of incident dispatch, time that mutual aid was requested, location of incident, and the reason Mutual Aid was required.

2. Unusual Activities

Member Agency shall document any and all incidents of unusual activities or occurrences that impacted or had an effect on the normal delivery of services. Events that an attending medic or the Member Agency feel should be documented but are not appropriate to include on the PCR should be included on the EMS Event Analysis form. Such activities may include but are not limited to: acts of violence, combative patients, patient care concerns, inter-agency conflicts, medical equipment failures, obstacles to responses including chronic adverse road conditions, and radio, dispatch, or communication failures. Any other unusual activities that have the

potential of affecting patient care shall be documented as well.

3. **Vehicle Failure and Accident Reporting**

Member Agency shall document vehicle failure above and beyond usual scheduled maintenance and repairs and ambulance vehicle accidents that could potentially have a detrimental effect on patient care issues.

Article III - Ambulance Response Time Report

1. Member Agency shall submit a monthly report to CAL TAHOE on all emergency medical response times. Such report shall include data identifying the Incident Number, Date, Unit Number, Response Mode (Priority 1, 2 & 3), and the following times: Time of Dispatch, Arrival at Scene, Depart Scene, and Arrival at Hospital, Emergency medical response time data shall be provided as a computerized report in a tab-delineated format.
2. For each response within the previous calendar month that exceeds the Response Time Standard for the area of dispatch location (Urban, Semi-Rural/Rural, or Wilderness) Member Agency shall submit a Response Time Exception Report to CAL TAHOE. The reason for the delayed response time shall be clear, precise, and verifiable in order to determine if the exception is acceptable. These reports shall be submitted to CAL TAHOE for the previous calendar month of service on a monthly basis.
- 3.

SECTION IV — CONTRACT REQUIREMENTS

Article I - Operational Policies

Member Agency shall be responsible to comply with all operational policies and standards currently articulated in this Agreement; CAL TAHOE's Policy and Procedure Manual; the Health and Safety Code, Division 2.5; California Code of Regulations, Title 22, Division 9; policies and procedures promulgated by the California Emergency Medical Services Authority, and by the El Dorado County Emergency Medical Services Agency.

Article II — Billing for Services

Parties receiving emergency medical transport services from Member Agency shall be billed by County Ambulance Billing for said services.

Personnel shall not request nor receive payment for any services provided pursuant to this Agreement, nor shall they quote charges to the patient or any other concerned individuals, or extend promises for special treatment regarding billable charges. CAL TAHOE shall provide ambulance billing rate forms to ambulance personnel, and personnel may make these forms available to individuals upon request.

Article III – Term

This agreement shall become effective when fully executed by the parties hereto and will remain in effect, unless terminated pursuant to provisions in Article V of this section. This Agreement will be reviewed by May 31 of each year for continuation of service.

Article IV - Compensation for Services (TO BE DETERMINED BY CAL TAHOE)

Article V - Changes to Agreement

This Agreement may be amended by mutual consent of the parties hereto. Said amendments shall become effective only when in writing and approved by the duly authorized boards and fully executed by duly authorized officers of the parties hereto.

This Agreement is subject to termination by mutual agreement, initiated by either party, for any reason during the term of the Agreement. Termination of this Agreement may be initiated by providing written notice to the other party of intent to cancel at least 30 days prior to termination date.

CAL TAHOE may deny, suspend or revoke this Agreement for failure of the Member Agency to comply with this Agreement, the El Dorado County Emergency Medical Service and Medical Transportation Ordinance; or applicable policies, procedures and regulations promulgated by the State of California or by the El Dorado County EMS Agency.

Article VI - Assignment and Delegation

CAL TAHOE engages Member Agency for Member Agency's unique qualifications and skills as well as those of Member Agency's personnel. Member Agency shall not subcontract, delegate or assign services to be provided, in whole or in part, to any other person or entity without prior written consent of CAL TAHOE.

Article VII - Independent Provider Liability

Member Agency is, and shall be at all times, deemed independent and shall be wholly responsible for the manner in which it performs services required by terms of this Agreement. Member Agency exclusively assumes responsibility for acts of its employees, associates, and subcontractors, if any are authorized herein, as they relate to services to be provided under this Agreement during the course and scope of their employment.

Member Agency shall be responsible for performing the work under this Agreement in a safe, professional, skillful and workmanlike manner and shall be liable for its own negligence and negligent acts of its employees. CAL TAHOE shall not be charged with responsibility of preventing risk to the Member Agency or its employees.

Article VIII - Nondiscrimination in Services, Benefits, and Facilities

- A. Member Agency certifies under the laws of the State of California that Member Agency shall not unlawfully discriminate in the provision of services because of race, color, creed, national origin, sex, age, or physical or mental disability as provided by State and federal law and in accordance with Title VI of the Civil Rights Act of 1964 [42 USC 2000(d)]; Age Discrimination Act of 1975 (42 USC 6101); Rehabilitation Act of 1973 (29 USC 794); Education Amendments of 1972 (20 USC 1681); Americans with Disabilities Act of 1990 (42 USC 12132); Title 45, Code of Federal Regulations, Part 84; provisions of the Fair Employment and Housing Act (Government Code Section 12900 et seq.); and regulations promulgated thereunder (Title 2, CCR, Section 7285.0 et seq); Title 2, Division 2, Article 9.5 of the California Government Code, commencing with Section 11135; and Title 9, Division 4, Chapter 6 of the California Code of Regulations, commencing with Section 10800.
- B. For the purpose of this Agreement, discriminations on the basis of race, color, creed, national origin, sex, age, or physical or mental disability include, but are not limited to, the following: denying a participant any service or providing a benefit to a participant which is different, or is provided in a different manner or at a different time from that provided to other participants under this Agreement; subjecting a participant to segregation or separate treatment in any matter related to the receipt of any service; restricting a participant in any way in the enjoyment of any advantage or privilege enjoyed by others receiving any service or benefit; and/or treating a participant differently from others in determining whether the participant satisfied any admission, enrollment, eligibility, membership or other requirement or condition which individuals must meet in order to be provided any service or benefit.

Article IX — Notice to Parties

All notices to be given by the parties hereto shall be in writing and sent postage prepaid by registered mail. Notices to Member Agency shall be addressed as follows, or to such other location as either party directs:

CAL TAHOE Member Agency

PO Box 8917
South Lake Tahoe CA, 96158
Attn: Ryan Wagoner

P.O Box 9415
South Lake Tahoe, CA 96158
Attn: Thomas Bacchetti

Article X – Indemnity

To the fullest extent of the law, Member Agency shall defend, indemnify, and hold CAL TAHOE and the County of El Dorado harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorneys' fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, CAL TAHOE employees, County employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the Member Agency's services, operations, or performance hereunder, regardless of the existence or degree of fault or

negligence on the part of CAL TAHOE, the County of El Dorado, the Member Agency, subcontractor(s) and employee(s) of any of these, except for the sole, or active negligence of CAL TAHOE, its officers and employees, the County of El Dorado, its officers and employees, or as expressly provided by statute. This duty of Member Agency to indemnify and save CAL TAHOE and El Dorado County harmless includes the duties to defend set forth in California Civil Code Section 2778.

Article XI – Insurance

The Member Agency shall provide to CAL TAHOE proof of a policy of insurance that is also satisfactory to the El Dorado County Risk Management Division and documentation evidencing that the Member Agency maintains insurance that meets the following requirements set forth hereinafter.

1. Full Worker's Compensation and Employers' Liability Insurance covering all employees of the Member Agency as required by law in the State of California.
2. Commercial General Liability Insurance of not less than \$5,000,000 combined single limit per occurrence for bodily injury and property damage.
3. Automobile Liability Insurance of not less than \$5,000,000 is required on owned, hired, leased and non-owned vehicles used in connection with the Member Agency's business.
4. Professional liability (for example, malpractice insurance) is required with a limit of liability of not less than \$5,000,000 per occurrence.
5. Member Agency shall furnish a certificate of insurance satisfactory to the County Risk Management Division as evidence that the insurance required above is being maintained.
6. The insurance shall be issued by an insurance company acceptable to the County Risk Management Division, or be provided through partial or total self-insurance likewise acceptable to the County Risk Management Division.
7. Member Agency agrees that the insurance required above shall be in effect at all times during the term of this Agreement. In the event said insurance coverage expires at any time or times during the term of this Agreement, Member Agency agrees to provide at least thirty (30) days prior to said expiration date, a new certificate of insurance evidencing insurance coverage as provided for herein for not less than the remainder of term of the Agreement, or for a period of not less than one (1) year. New certificates of insurance are subject to the approval of the County Risk Management Division, and Member Agency agrees that no work or services shall be performed prior to the giving of such approval. In the event Member Agency fails to keep in effect at all times insurance coverage as herein provided, CAL TAHOE may, in addition to any other remedies it may have, terminate this Agreement upon the occurrence of such event.

8. The certificate of insurance must include the following provisions stating that:
 - A. The insurer shall not cancel the insured's coverage without thirty (30) days prior written notice to CAL TAHOE, and;
 - B. CAL TAHOE and El Dorado County, their officers, officials, employees, and volunteers are included as additional insured, but only insofar as the operations under this Agreement are concerned. This provision shall apply to all liability policies except worker's compensation and professional liability insurance policies.
9. Member Agency's insurance coverage shall be primary insurance as respects CAL TAHOE, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by CAL TAHOE or the County of El Dorado, its officers, officials, employees or volunteers shall be in excess of the Member Agency's insurance and shall not contribute with it.
10. Any deductibles or self-insured retentions must be declared to and approved by CAL TAHOE, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects CAL TAHOE, its officers, officials, employees, and volunteers; or Member Agency shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.
11. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to CAL TAHOE, its officers, officials, employees or volunteers.
12. The insurance companies shall have no recourse against CAL TAHOE, its officers and employees or any of them for payment of any premiums or assessments under any policy issued by any insurance company.
13. The Member Agency's obligations shall not be limited by the foregoing insurance requirements and shall survive expiration of this Agreement.
14. In the event the Member Agency cannot provide an occurrence policy, Member Agency shall provide insurance covering claims made as a result of performance of this Agreement for not less than three (3) years following completion of performance of this Agreement.
15. Certificate of insurance shall meet such additional standards as may be determined by CAL TAHOE either independently or in consultation with the County Risk Management Division, as essential for protection of CAL TAHOE.

Article XII - Interest of Public Official

No official or employee of Member Agency who exercises any functions or responsibilities in review or approval of services to be provided by Member Agency under this Agreement shall participate in or attempt to influence any decision relating to this Agreement which affects personal interest or interest of any corporation, partnership, or association in which he/she is directly or indirectly interested; nor shall

any such official or employee of CAL TAHOE have any interest, direct or indirect, in this Agreement or the proceeds thereof.

Article XIII - Interest of Provider

Member Agency covenants that Member Agency presently has no personal interest or financial interest, and shall not acquire same in any manner or degree in either: 1) any other agreement or contract connected with or directly affected by the services to be performed by this Agreement; or, 2) any other entities connected with or directly affected by the services to be performed by this Agreement. Member Agency further covenants that in the performance of this Agreement no person having any such interest shall be employed by Member Agency.

Article XIV – Venue

Any dispute resolution action arising out of this Agreement, including, but not limited to, litigation, mediation, or arbitration, shall be brought in El Dorado County, California, and shall be resolved in accordance with the laws of the State of California. Member Agency waives any removal rights it might have under Code of Civil Procedure Section 394.

Article XV - California Residency (Form 590)

All independent contractors providing services to CAL TAHOE must file a State of California Form 590, certifying their California residency or, in the case of a corporation, certifying that they have a permanent place of business in California. Member Agency shall be required to submit a Form 590 prior to execution of a Contract or CAL TAHOE shall withhold seven (7) percent of each payment made to Member Agency during the term of the Contract. This requirement applies to any contract exceeding \$1,500.00.

Article XVI — Taxpayer Identification I Form W9

Member Agency's federal Taxpayer Identification Number is: _____. Member Agency shall provide a fully executed Department of the Treasury Internal Revenue Service Form W-9, "Request for Taxpayer Identification Number and Certification" prior to execution of this Agreement.

Article XVII – Administrator

The CAL TAHOE Officer or employee responsible for administering this Agreement is the JPA Executive Director, or successor.

Article XVIII - Authorized Signatures

The parties to this Agreement represent that the undersigned individuals executing this Agreement on their respective behalf are fully authorized to do so by law or other appropriate instrument and to bind upon said parties to the obligations set forth herein.

Article XIX - Partial Invalidity

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall continue in full force and effect without being impaired or invalidated in any way.

Article XX - Entire Agreement

This document and the documents referred to herein or exhibits hereto are the entire Agreement between the parties, and they incorporate or supersede all prior written or oral agreements or understandings.

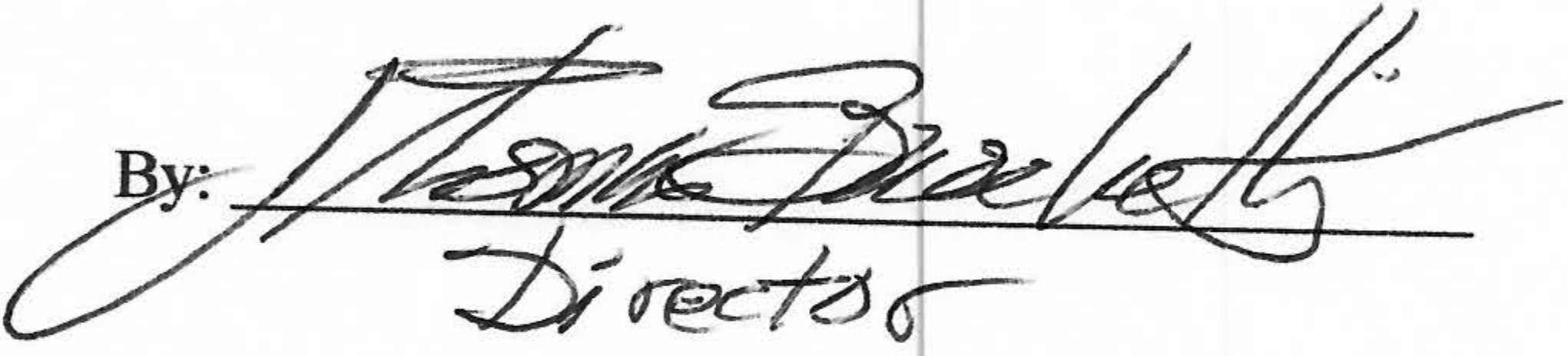
IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first below written.

Date: 10/31/2017

CAL TAHOE

By: _____

Service Member Agency

By: 
Director

**TRANSPORTING AND NON-TRANSPORTING
ADVANCED LIFE SUPPORT SERVICES
AGREEMENT
BETWEEN CAL TAHOE AND MEMBER AGENCY**

THIS AGREEMENT made and entered into by and between the California Tahoe Emergency Services Operations Authority (hereinafter referred to as "CAL TAHOE"), and LAKE VALLEY FIRE PROTECTION DISTRICT, (hereinafter referred to as "Member Agency"), whose principal place of business is SOUTH LAKE TAHOE CALIFORNIA.

RECITALS

WHEREAS, CAL TAHOE is responsible for providing Advanced Life Support (ALS) prehospital medical care within its jurisdiction, in compliance with the Contract for Prehospital Advanced Life Support and Dispatch Services with the County of El Dorado; and

WHEREAS, Member Agency desires to provide Advanced Life Support prehospital medical care services in El Dorado County; and

WHEREAS, Member Agency may also desire to provide Advanced Life Support emergency medical services, be it for an emergency, at a special event, or routine medical transportation; and

WHEREAS, this Agreement is developed in compliance with the Contract for Prehospital Advanced Life Support and Dispatch Services with the County of El Dorado; and

WHEREAS, Member Agency agrees to comply with the requirements of the California Health and Safety Code, Division 2.5, Section 1797 et seq.; California Code of Regulations, Title 22, Division 9, Chapter 4, Article 5, Section 100164; the County Emergency Medical Service and Medical Transportation Ordinance; the Contract for Prehospital Advanced Life Support and Dispatch Services with the County of El Dorado; the standards of the El Dorado County EMS Agency, including but not limited to the County EMS Agency Policy and Procedure Manual, El Dorado County Trauma Plan, and applicable agency, State or local statutes, ordinances or regulations; and

WHEREAS, the El Dorado County EMS Agency Medical Director, through the County EMS Agency, and as defined in the Contract for Prehospital Advanced Life Support and Dispatch Services with the County of El Dorado, has the authority to develop overall plans, policies, and medical standards to ensure that effective levels of ALS care are maintained within the COUNTY; and that the Medical Director has the exclusive authority for establishing the required equipment, medication inventories, and medical protocols; and

WHEREAS, the El Dorado County EMS Agency Medical Director shall have retrospective, concurrent, and prospective medical control including access to all information pertinent to data collection, evaluation and analysis,

CAL TAHOE and Member Agency mutually agree as follows:

SECTION I - DEFINITIONS

The following terms and definitions apply to this Agreement:

1. Advanced Life Support (ALS) means special services designed to provide definitive prehospital 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 or as otherwise defined by the Federal Health Care Finance Administration.
2. ALS Service Agency A public agency, private corporation, or other business entity which has 1) met all criteria for approval and has been approved by the EMS Agency in accordance with Title 22 California Code of Regulations (CCR) Division 9, Chapter 4, Section 100167 to provide ALS services to a designated geographic area with a designated number of DMT-P units and 2) employees certified EMT-1, certified EMT-2 or licensed paramedic personnel for the delivery of emergency medical care to the sick and injured at the scene of an emergency, during transport, or during interfacility transfer (Reference Title 22 CCR Section 100401). This definition shall include all authorized air ambulances servicing the County of El Dorado.
3. Ambulance means a vehicle that is specially constructed, modified or equipped, and used for the purpose of transporting sick, injured, convalescent, infirm, or otherwise incapacitated persons. In the case of vehicles owned and operated by public agencies, ambulance must meet the same standards for construction, identification, mechanical integrity, equipment and supplies as required of private agencies by the California Highway Patrol.

4. Arrival at the Scene means the time that an emergency response vehicle comes to a physical stop at an emergency scene (wheels stopped).
5. Base Hospital An acute care hospital responsible for providing on-line (active communication via radio, telephone or other electronic telephonic communication device) and off-line (discussion at Continuous Quality Improvement or peer review meetings) medical direction/control to COUNTY accredited EMT-Ps, pursuant to a written agreement with the COUNTY in accordance with Title 22 CCR Division 9, Chapter 4, Section 100168.
6. County means County of El Dorado, the political subdivision of the State of California. The Health Services Department through its local County EMS Agency is responsible for the direct oversight of prehospital emergency and non-emergency medical care in El Dorado County.
7. Critical Care Transport (CCT) means a transport during which a patient requires a level of medical care and/or observation that exceeds the standard scope of practice for County accredited paramedics. Such services may be rendered by specially trained and authorized paramedics, or registered nurses, physicians, respiratory therapists, perfusionists, physician's assistants, nurse practitioners or nurse midwives as determined by the physician responsible for the patient and the County EMS Agency Medical Director.
8. Emergency means a condition or situation in which an individual has a need for immediate medical attention, or where the potential for such need is perceived by emergency medical personnel, a public safety agency, or may reasonably be perceived by any prudent lay person; any sudden or serious illness or injury requiring immediate medical or psychiatric attention under such circumstances in which a delay in providing such services may aggravate the medical condition or cause the loss of life or an unknown situation; furthermore, any case declared to be an emergency by a physician.
9. Emergency Medical Response means responding immediately to any request for ambulance service for an emergency medical condition. An immediate response is one in which the ambulance vehicle responding begins as quickly as possible to take the steps necessary to respond to the call.
10. Emergency Medical Service and Medical Transportation Ordinance means an ordinance adopted by the El Dorado County Board of Supervisors that sets the standards and/or definitions for emergency medical services and medical transport; personnel and training requirements; equipment and supply requirements; response times; communication requirements; and medical transportation service requirements. It empowers the El Dorado County Emergency Medical Services Agency through the County Health Services Department to issue permits to litter van and wheelchair van transport services, and enter into contracts with ambulance entities; monitor performance; enforce standards, if necessary; and act in an impartial manner as an arbitrator in matters of citizen complaints.

11. Emergency Medical Services (EMS) means the medical services provided in an emergency.
12. Emergency Medical Services Agency (EMS Agency) means the administrative agency designated through the Health Services Department by the El Dorado County Board of Supervisors pursuant to Health and Safety Code, Section 1797.200.
13. Emergency Medical Services Aircraft (EMS Aircraft) means any aircraft utilized for the purpose of prehospital emergency patient response and transport. EMS aircraft includes air ambulances and all categories of rescue aircraft.
14. Emergency Medical Technician or EMT means an individual trained in all facets of basic life support (as defined in Health and Safety Code Section 1797.80) according to standards prescribed in the California Code of Regulations, Title 22, Chapter 2, and who has a valid State of California certificate.
15. Emergency Medical Technician-Paramedic or EMT-P means an individual who is educated and trained in all elements of prehospital Advanced Life Support; whose scope of practice is to provide Advanced Life Support in accordance with the standards prescribed in the California Code of Regulations, Title 22, Chapter 4; and who has a valid State paramedic license. Paramedics working in El Dorado must additionally be accredited according to standards established by the County EMS Agency Medical Director.
16. Medical Director means the medical director of the County EMS Agency.
17. Mobile Intensive Care Nurse (MICN) means a registered nurse who is licensed by the California Board of Registered Nursing and who has been authorized by the medical director of the local County EMS agency as qualified to provide prehospital Advanced Life Support or to issue instructions to prehospital emergency medical care personnel within an EMS system according to standardized procedures developed by the local County EMS Agency.
18. Physician means an individual licensed by the State as a doctor of medicine or doctor of osteopathy.
19. Prehospital Care Report (PCR) means the form approved by the County EMS Agency for the purpose of documenting all patient care provided in El Dorado County and shall also include all required billing information.
20. Primary Response Area means a geographical area designated by the County as an emergency medical services zone.
21. Registered Nurse means an individual licensed by the State of California Board of Registered Nursing. (Note: Nurses originating from the state of Nevada who provide emergency medical transportation services across the California-Nevada border shall be licensed by the Nevada State Board of Nursing.)

22. Response Time means the time interval from the moment that the ambulance or medical transportation entity is first made aware of the call back number, the address of the patient or passenger, and in the case of ambulance request the presumptive patient condition as defined by EMD, and in the case of medical transportation the requested level of service, until the arrival at the scene of the emergency or pickup point, which is the time that an ambulance or medical transportation vehicle comes to a physical stop at the scene (wheels stopped).
23. Special Event means an event where spectators and/or participants in the event have a potential for illness or injury, or any situation where a previously announced event results in a gathering of persons in one general locale, sufficient in numbers, or engaged in an activity, that creates a need to have one or more EMS resources at the site as defined by EMS Agency Policy issued by the EMS Agency Medical Director.
24. Utilization Ratio means a measure of productivity. The unit hour utilization ratio is calculated by dividing the number of transports during a given period by the number of unit hours produced during the same period.
25. Unit Hour means a fully staffed, equipped, and available ambulance available for or involved in emergency medical response for one hour. For example, if a system operates one unit for 24 hours and transports 12 patients in that period, its unit hour utilization ratio would be 0.50.

SECTION II - SCOPE OF SERVICES

Member Agency agrees to provide full service Prehospital Advanced Life Support Services as described in this Agreement, and the terms and conditions of the El Dorado County Emergency Medical Service and Medical Transportation Ordinance. In the performance of its obligation hereunder, it is agreed that the Member Agency is subject to the medical control of the El Dorado County EMS Agency Medical Director, and to the control or direction of CAL TAHOE.

1. Member Agency shall provide prehospital Advanced Life Support service response on a continuous twenty-four (24) hour per day basis, unless otherwise specified by the County EMS Agency, in which case there shall be adequate justification for the exemption, as provided in the California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7, Section 100167.
2. Member Agency shall at all times meet the requirements set forth by the California Highway Patrol; the California Vehicle Code; the State of California Health and Safety Code; the State of California Emergency Medical Services Authority, the California Code of Regulations, the El Dorado County Emergency Medical Service and Medical Transportation Ordinance, the El Dorado County EMS Agency Policies, Procedures and Field Treatment Protocols, and any other applicable statute, ordinance, and resolution regulating Advanced Life Support services provided under this Agreement, including but not by way of limitation, personnel, vehicles,

equipment, services, and supplies which are the subject of this Agreement. In the event of any conflicting statute, ordinance, or regulation, the statute, ordinance, or regulation setting forth the more stringent requirement shall be met.

3. This Agreement is for prehospital Advanced Life Support services provided in the primary response area of El Dorado County known as County Service Area No. 3 South Shore Area, and a part of Alpine County, except for the "Tahoe West Shore" in El Dorado County. Member Agency shall be responsible for providing prehospital Advanced Life Support services for all emergency requests for ALS service received from any person or any agency in the coverage area and dispatched through the designated dispatch center.
4. Member Agency shall ensure that personnel shall be familiar with local geography throughout the primary response area.

Article I - Standards of Service for Prehospital ALS

1. Member Agency shall respond to requests for emergency medical services from the designated dispatch center.
2. Member Agency shall not cause or allow its ALS units to respond to a location without receiving a specific request from the designated Dispatch Center for such service at that location.
3. Member Agency shall immediately respond to requests for emergency medical service to the address or place given and shall complete that run, unless diverted by the designated Dispatch Center.

Member Agency shall promptly respond an ALS unit to the emergency call and shall complete that run, unless diverted by the designated Dispatch Center pursuant to CAL TAHOE's System Status Management Plan.

4. In the case of scheduled ambulance service, Member Agency shall schedule a time to respond that is acceptable for non-emergency calls, and shall complete that run, unless diverted by the designated Dispatch Center pursuant to CAL TAHOE's System Status Management Plan.
5. In the case of ambulance service, ambulances shall notify the designated dispatch center when enroute, upon arrival at scene, upon arrival at patient, upon departure from scene, upon arrival at hospital, and upon departure from hospital. Ambulances shall notify the designated dispatch center when they are committed to a call, out of service, or when any other status change occurs.

In the case of ALS first responder, the first responder shall notify the designated dispatch center when enroute, upon arrival at scene, upon arrival at patient, upon departure from scene, and shall notify the designated dispatch center when they are committed to a call, out of service, or when any other status change occurs.

6. In the case of ambulance service, ambulances shall notify the base hospital and give a report on patient status, treatment given, and estimated time of arrival. Member Agency shall ensure that prehospital personnel shall communicate current and ongoing patient assessments to the Base Hospital, and collaborate with Base Hospital in the provision of care, and follow physician or MICN direction as instructed.
7. In the event that Member Agency is unable to respond to a request for emergency medical service, the Member Agency shall immediately notify the designated Dispatch Center. When all vehicles in service are committed, mutual aid request provisions shall be followed.
8. Member Agency shall not advertise itself or the responding unit as providing advanced life support services unless routinely providing advanced life support services on a continuous twenty-four (24) hour-per-day basis, as provided in the California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7.
9. In the case of emergency ambulance responses, Member Agency shall meet the maximum response times as established in the Prehospital Advanced Life Support and Dispatch Services Contract between El Dorado County and CAL TAHOE.
10. Member Agency shall implement said ALS emergency medical services as a part of CAL TAHOE's response system within the Primary Response Area, and adhere to a System Status Management Plan developed by CAL TAHOE at all times during the term of this Agreement.

Article II - System Designations

1. The designated Base Hospital provides on-line medical control according to the California Health and Safety Code, Division 2.5, Section 1798.000 through and including Section 1798.104. The designated Base Hospital for CSA No. 3 (CSA #3) South Shore Area is Barton Memorial Hospital.
2. The designated Dispatch Center for CSA No. 3 is the City of South Lake Tahoe Dispatch Center. CAL TAHOE shall respond to requests for prehospital Advanced Life Support services from the designated Dispatch Center.

Article III – Personnel Requirements

1. Member Agency shall ensure that all Paramedic personnel are licensed by the State of California and accredited with the County EMS Agency. Member Agency shall ensure that EMT personnel are certified in El Dorado County. Personnel whose certification/accreditation has lapsed shall not be allowed to provide prehospital care within El Dorado County until they have met all requirements to bring current their certification/accreditation. Member Agency shall ensure compliance with all EMT and EMT-P regulations from the State of California Health and Safety Code, Division 2.5, and Title 22, Division 9, and ensure that the County EMS Agency Policies, Procedures and Field Treatment Protocols are followed. For each new employee,

Member Agency shall provide a copy of such records of certification and/or accreditation to CAL TAHOE.

2. Member Agency shall ensure that all personnel will be physically and mentally fit to serve in the prehospital care capacity. No intoxicating substance shall be used while on duty, nor shall they be used in the eight (8) hours prior to reporting for duty.
3. In the case of ambulance service, Member Agency shall maintain a minimum staffing level of not less than one (1) EMT and one (1) Paramedic.
4. In the case of Critical Care Transport (CCT) Ambulance, each CCT ambulance shall be staffed with a minimum of one EMT and one registered nurse qualified at the appropriate level or a physician to provide critical care during transport, as agreed upon by the sending hospital. Each ambulance shall be equipped with appropriate medical equipment and supplies.

In the case of First Responder ALS, Member Agency shall maintain a minimum staffing level of not less than one (1) CAL TAHOE Paramedic.
5. Member Agency shall ensure that the medical certification and/or accreditation level of all personnel be clearly displayed. Said identification shall be worn as deemed operationally necessary.
6. In the case of ambulance service, Member Agency shall ensure that a crew or individual is not being constantly overworked. Overwork is defined as: working an individual in excess of any consecutive hours which may impair patient care, and not allowing an individual at least twelve (12) hours off, immediately following three (3) 24-hour periods worked. Any exceptions due to extenuating circumstances will be reported in writing within 72 hours to CAL TAHOE who may be required to revise its System Status Management Plan, deployment plan, crew hours or additional hours.
7. In the case of ambulance service, the maximum unit hour utilization (UHU) for 24-hour ambulance transport unit crews shall not exceed 0.40 continuously without County approval. County shall review CAL TAHOE's System Status Management Plan any time the ratio of transports to unit-hour production exceeds 0.40 UHU.
8. Member Agency shall maintain good working relationships with fire agencies; law enforcement; base hospitals; County EMS Agency; and City and County staff. The conduct of personnel must be professional and courteous at all times.
9. Member Agency shall provide safe and sanitary living quarters for on-duty personnel.

Article IV - Equal Opportunity Employer

Member Agency shall be an equal opportunity employer and shall be committed to an active Equal Employment Opportunity Program (EEO). It shall be the stated policy of Member Agency that all employees and applicants shall receive equal consideration and

treatment in employment without regard to race, color, religion, ancestry, national origin, age (over 40), sex, marital status, medical condition, or physical handicap.

All recruitment, hiring, placements, transfers and promotions will be on the basis of individual skills, knowledge and abilities, regardless of the above identified basis. All other personnel actions such as compensation, benefits, layoffs, terminations, training, etc., are also administered without discrimination. Equal employment opportunity will be promoted through a continual and progressive EEOP. The objective of an EEOP is to ensure nondiscrimination in employment and, wherever possible, to actively recruit and include for consideration for employment minorities, women and the physically handicapped.

Article V – Training Requirements

1. Member Agency shall maintain records of all EMS training, continuing education and skills maintenance as required by the El Dorado County EMS Agency. Member Agency shall provide to the County EMS Agency specific records upon request.
2. Member Agency shall agree to participate in EMS system components that include paramedic, nurse and trainee field observations including ride-alongs, disaster drills, and continuing education programs, even if such persons are employed by provider.
3. Member Agency shall provide qualified paramedic personnel to be Field Training Officers (FTO's) to instruct and accredit paramedics who are new to the system or who are in an approved paramedic internship program. FTO's shall provide orientation to El Dorado County EMS Policies, Procedures, Protocols, Trauma Plan, EMS Plan, EMS radio communication and Base Station and receiving hospitals. FTO's shall provide training in any optional scope of practice procedure currently in effect in El Dorado County. CAL TAHOE shall ensure that FTO's shall be allowed to attend meetings and/or training pertinent to the El Dorado County EMS system. The County EMS Agency Medical Director shall approve all El Dorado County FTO's.

Article VI – Community Education

Member Agency shall participate in providing community education on 9-1-1 system access, CPR and first aid, and shall utilize community organizations to support and enhance local community efforts in providing public education.

Article VII – Quality Improvement/Quality Assurance

1. Member Agency shall have and maintain a comprehensive internal medical and operational quality assurance program. This program shall, at a minimum, monitor and evaluate the prehospital Advanced Life Support services required in this Agreement. The program shall be reviewed and approved by CAL TAHOE.
2. Member Agency shall participate in assigned CAL TAHOE quality improvement/quality assurance activities, and shall appoint appropriate personnel to serve on prehospital and disaster committees, as needed. These committees and/or activities shall include, but are not limited to, Continuous Quality Improvement

Committee (CQIC), Medical Advisory Committee (MAC), peer review, post incident critiques, and other related activities and committees.

3. Member Agency shall cooperate fully in supplying all requested documentation to CAL TAHOE, the Base Hospital and the County EMS Agency, and shall participate fully in all quality assurance programs mandated by the COUNTY.
4. Member Agency shall allow inspections, site visits or ride-alongs at any time by CAL TAHOE and County EMS Agency staff, with or without notice, for purposes of CAL TAHOE contract compliance and medical quality assurance.

Article VIII – Mutual Aid Requests

1. Mutual aid response shall be performed in accordance with approved cover and mutual aid agreements. In the course of rendering such services, Member Agency shall be exempt from the maximum response time standards. Member Agency shall advise dispatch that they are unable to respond to mutual aid requests if such response is in conflict with a response in the Primary Response Area.
2. Mutual aid response may require Member Agency to respond ALS vehicles into a response area other than that assigned in this Agreement. Whenever Member Agency personnel receive a request for service in another area, Member Agency personnel shall immediately respond an ALS vehicle as directed. If, due to prior or concurrent commitments of on-line units, the Member Agency personnel are unable to respond in a timely manner, the requesting agency shall be notified immediately. If the requesting agency's urgency is such that it would be appropriate to call up staffing of a backup unit, the Member Agency shall initiate such call-up.

Article IX – Disaster/Multicasualty Incident Requirements

1. Member Agency shall cooperate with CAL TAHOE in establishing disaster and multicasualty incident plans, policies and procedures; and assist in planning and participate in interagency disaster/multicasualty incident training exercises annually.
2. During declared disasters or large-scale multicasualty incidents, Member Agency shall be exempt from all responsibilities for response-time performance until notified by CAL TAHOE. When the Member Agency is notified that disaster assistance is no longer required, the Member Agency shall return all its resources to the primary area of responsibility, and shall resume all operations in a timely manner.
3. During the course of a disaster or large-scale multicasualty incident, Member Agency shall use best efforts to provide Priority 1, Priority 2, and Priority 3 service coverage to the assigned Primary Response Area while suspending Priority 4, 5, and 6 service upon notification of such by CAL TAHOE.

Article X – Drugs and Medical Supplies

Member Agency shall possess and agree to maintain adequate drug and solution inventory, drugs, and supplies in compliance with the El Dorado County EMS Agency Policy and Procedure Manual.

Article XI - ALS Medical Equipment

1. Standards for medical equipment shall be in compliance with the County EMS Agency Policy and Procedure Manual promulgated by the County EMS Agency as required for the level of service being provided. The County EMS Agency provides electronic access to the Policy and Procedure Manual and Manual updates on an ongoing basis. Member Agency shall be charged with knowledge of that Policy. The policy shall be updated from time to time as determined necessary by the County EMS Agency.
2. Compliance with these medical equipment requirements is not mandated for inactive "reserve" units. Vehicles, equipment and supplies shall be maintained in a clean, sanitary and safe mechanical condition at all times.
3. Upon inspection by the COUNTY, any primary or backup ambulance failing to meet these medical equipment requirements shall be immediately removed from service and remain out of service until any deficiency is corrected. Upon inspection by the COUNTY, any Advanced Life Support vehicles other than ambulance failing to meet these medical emergency requirements shall immediately discontinue providing advance life support services until all deficiencies are corrected. At the time when a reserve ambulance unit is used to provide the services required by this Agreement, the unit shall comply with all Equipment Requirements as specified in this Agreement.

Article XII – Communications Equipment

Member Agency shall possess and agree to utilize exclusively and maintain two-way communication equipment that is compatible with COUNTY approved dispatch, designated Base Station facilities and all EMS users. Communication capabilities and use of frequencies will be monitored by CAL TAHOE and the County EMS Agency. (No private medical transportation/ambulance system telephone access number shall exist for emergency dispatch.)

SECTION III - DATA COLLECTION AND REPORTING REQUIREMENTS

Member Agency shall submit reports and data to CAL TAHOE in a form and manner approved by CAL TAHOE. The articles hereinafter detail reporting requirements and timetables, which are intended to be mandatory and exemplary but not intended to be all-inclusive.

Member Agency shall be responsible to ensure that all information is provided to CALTAHOE in a timely manner as indicated throughout this Agreement.

Article I – Patient Care Report

1. Member Agency personnel shall utilize the El Dorado County "Prehospital Care Report" (PCR) for all emergency and non-emergency responses including non-transports.
2. The Prehospital Care Report and billing paperwork shall be submitted to COUNTY according to the time frames established in writing by Ambulance Billing as required by El Dorado County EMS Policy: *"Documentation - Medic Unit Prehospital Care Report Form"*.
3. In the case of ALS first responder where the first responder maintains patient care and rides in the ambulance, one of the following documentation options shall be utilized: a) a PCR may be filled out by the first responder paramedic and be utilized as the only PCR for that patient; or, b) the first responder paramedic completes a first responder PCR, and the ambulance paramedic completes a separate PCR.
4. In the case of ALS first responder, at the time of transfer of patient care to the transporting paramedic, the first responder shall relay all pertinent information including, but not limited to: patient history, mechanism of injury, medications normally taken, allergies, assessment finding, and treatments already performed.
5. In the case of ALS first responder where the first responder report is not completed prior to the ambulance leaving the scene; the first responder shall complete this report within 24 hours and follow the distribution instructions as defined in the El Dorado County EMS documentation policy. If any portion of the incomplete PCR is passed on to the transporting unit, it shall not be considered an official document.
6. Member Agency personnel shall perform due diligence to obtain and transmit all required billing and patient care information. If circumstances arise which limit the availability of patient information, billing information, and associated information, Member Agency shall remain responsible to obtain the required information and submit it to COUNTY. Member Agency personnel shall adhere to the requirements of the El Dorado County EMS Policy: *"Documentation - Medic Unit Prehospital Care Report Form"*.
7. Ambulance Billing shall notify the Member Agency management of failure to adequately complete a PCR. Repeated failures to adequately complete the PCR shall be reported to the JPA, and the JPA shall take the necessary action to correct the omission/error situation. Ambulance Billing personnel shall provide reports no less than monthly to the JPA to help identify personnel in need of additional training.
8. Upon receipt of notification from Ambulance Billing of missing or incomplete items of billing or patient care information, the JPA shall have five calendar days in which to furnish the required information to Ambulance Billing. This reporting timeline may be

adjusted by the County EMS Agency Administrator according to the sensitivity and urgency of required information.

Article II - Incident Report

Member Agency shall furnish its personnel with EMS Event Analysis forms, and shall ensure that its personnel understand and utilize such forms. Member Agency shall notify CAL TAHOE within 24 hours if a sentinel event occurs, i.e., injury to patient, crew or public, or violent or high profile incident. Member Agency may also provide notification and EMS Event Analysis forms to the El Dorado County EMS Agency.

1. Mutual Aid Received or Provided

Member Agency shall document each occurrence of Mutual Aid emergency medical response into the Primary Response Area by an out-of-area ambulance service entity, or Mutual Aid rendered to another agency outside the Primary Response Area on an EMS Event Analysis Form. Such report shall detail the time of incident dispatch, time that mutual aid was requested, location of incident, and the reason Mutual Aid was required.

2. Unusual Activities

Member Agency shall document any and all incidents of unusual activities or occurrences that impacted or had an effect on the normal delivery of services. Events that an attending medic or the Member Agency feel should be documented but are not appropriate to include on the PCR should be included on the EMS Event Analysis form. Such activities may include but are not limited to: acts of violence, combative patients, patient care concerns, inter-agency conflicts, medical equipment failures, obstacles to responses including chronic adverse road conditions, and radio, dispatch, or communication failures. Any other unusual activities that have the potential of affecting patient care shall be documented as well.

3. Vehicle Failure and Accident Reporting

Member Agency shall document vehicle failure above and beyond usual scheduled maintenance and repairs and ambulance vehicle accidents that could potentially have a detrimental effect on patient care issues.

Article III - Ambulance Response Time Report

1. Member Agency shall submit a monthly report to CAL TAHOE on all emergency medical response times. Such report shall include data identifying the Incident Number, Date, Unit Number, Response Mode (Priority 1, 2 & 3), and the following times: Time of Dispatch, Arrival at Scene, Depart Scene, and Arrival at Hospital. Emergency medical response time data shall be provided as a computerized report in a tab-delineated format.

2. For each response within the previous calendar month that exceeds the Response Time Standard for the area of dispatch location (Urban, Semi-Rural/Rural, or Wilderness) Member Agency shall submit a Response Time Exception Report to CAL TAHOE. The reason for the delayed response time shall be clear, precise, and verifiable in order to determine if the exception is acceptable. These reports shall be submitted to CAL TAHOE for the previous calendar month of service on a monthly basis.

SECTION IV – CONTRACT REQUIREMENTS

Article I - Operational Policies

Member Agency shall be responsible to comply with all operational policies and standards currently articulated in this Agreement; CAL TAHOE's Policy and Procedure Manual; the Health and Safety Code, Division 2.5; California Code of Regulations, Title 22, Division 9; policies and procedures promulgated by the California Emergency Medical Services Authority, and by the El Dorado County Emergency Medical Services Agency.

Article II – Billing for Services

Parties receiving emergency medical transport services from Member Agency shall be billed by County Ambulance Billing for said services.

Ambulance personnel shall not request nor receive payment for any services provided pursuant to this Agreement, nor shall they quote charges to the patient or any other concerned individuals, or extend promises for special treatment regarding billable charges. CAL TAHOE shall provide ambulance billing rate forms to ambulance personnel, and personnel may make these forms available to individuals upon request.

Article III – Term

This agreement shall become effective when fully executed by the parties hereto and will remain in effect, unless terminated pursuant to provisions in Article V of this section. This Agreement will be reviewed by May 31 of each year for continuation of service.

Article IV - Compensation for Services

(TO BE DETERMINED BY CAL TAHOE)

Article V – Changes to Agreement

This Agreement may be amended by mutual consent of the parties hereto. Said amendments shall become effective only when in writing and approved by the duly authorized boards and fully executed by duly authorized officers of the parties hereto.

This Agreement is subject to termination by mutual agreement, initiated by either party, for any reason during the term of the Agreement. Termination of this Agreement may be initiated by providing written notice to the other party of intent to cancel at least 30 days prior to termination date.

CAL TAHOE may deny, suspend or revoke this Agreement for failure of the Member Agency to comply with this Agreement, the El Dorado County Emergency Medical Service and Medical Transportation Ordinance; or applicable policies, procedures and regulations promulgated by the State of California or by the El Dorado County EMS Agency.

Article VI – Assignment and Delegation

CAL TAHOE engages Member Agency for Member Agency's unique qualifications and skills as well as those of Member Agency's personnel. Member Agency shall not subcontract, delegate or assign services to be provided, in whole or in part, to any other person or entity without prior written consent of CAL TAHOE.

Article VII - Independent Provider Liability

Member Agency is, and shall be at all times, deemed independent and shall be wholly responsible for the manner in which it performs services required by terms of this Agreement. Member Agency exclusively assumes responsibility for acts of its employees, associates, and subcontractors, if any are authorized herein, as they relate to services to be provided under this Agreement during the course and scope of their employment.

Member Agency shall be responsible for performing the work under this Agreement in a safe, professional, skillful and workmanlike manner and shall be liable for its own negligence and negligent acts of its employees. CAL TAHOE shall not be charged with responsibility of preventing risk to the Member Agency or its employees.

Article VIII - Nondiscrimination in Services, Benefits, and Facilities

- A. Member Agency certifies under the laws of the State of California that Member Agency shall not unlawfully discriminate in the provision of services because of race, color, creed, national origin, sex, age, or physical or mental disability as provided by State and federal law and in accordance with Title VI of the Civil Rights Act of 1964 [42 USC 2000(d)]; Age Discrimination Act of 1975 (42 USC 6101); Rehabilitation Act of 1973 (29 USC 794); Education Amendments of 1972 (20 USC 1681); Americans with Disabilities Act of 1990 (42 USC 12132); Title 45, Code of Federal Regulations, Part 84; provisions of the Fair Employment and Housing Act (Government Code Section 12900 et seq.); and regulations promulgated thereunder (Title 2, CCR,

Section 7285.0 et seq.); Title 2, Division 2, Article 9.5 of the California Government Code, commencing with Section 11135; and Title 9, Division 4, Chapter 6 of the California Code of Regulations, commencing with Section 10800.

- B. For the purpose of this Agreement, discriminations on the basis of race, color, creed, national origin, sex, age, or physical or mental disability include, but are not limited to, the following: denying a participant any service or providing a benefit to a participant which is different, or is provided in a different manner or at a different time from that provided to other participants under this Agreement; subjecting a participant to segregation or separate treatment in any matter related to the receipt of any service; restricting a participant in any way in the enjoyment of any advantage or privilege enjoyed by others receiving any service or benefit; and/or treating a participant differently from others in determining whether the participant satisfied any admission, enrollment, eligibility, membership or other requirement or condition which individuals must meet in order to be provided any service or benefit.

Article IX – Notice to Parties

All notices to be given by the parties hereto shall be in writing and sent postage prepaid by registered mail. Notices to Member Agency shall be addressed as follows, or to such other location as either party directs:

CAL TAHOE

PO BOX 8917
SOUTH LAKE TAHOE CA 96158

Attn: BRYAN POND

Member Agency

LAKE VALLEY FPD
2211 KEETAK STREET
SOUTH LAKE TAHOE CA 96158

Attn: CHIEF HARRIS

Article X - Indemnity

To the fullest extent of the law, Member Agency shall defend, indemnify, and hold CAL TAHOE and the County of El Dorado harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorneys fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, CAL TAHOE employees, County employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the Member Agency's services, operations, or performance hereunder, regardless of the existence or degree of fault or negligence on the part of CAL TAHOE, the County of El Dorado, the Member Agency, subcontractor(s) and employee(s) of any of these, except for the sole, or active negligence of CAL TAHOE, its officers and employees, the County of El Dorado, its officers and employees, or as expressly provided by statute. This duty of Member Agency to indemnify and save CAL TAHOE and El Dorado County harmless includes the duties to defend set forth in California Civil Code Section 2778.

Article XI - Insurance

The Member Agency shall provide to CAL TAHOE proof of a policy of insurance that is also satisfactory to the El Dorado County Risk Management Division and documentation evidencing that the Member Agency maintains insurance that meets the following requirements set forth hereinafter.

1. Full Worker's Compensation and Employers' Liability Insurance covering all employees of the Member Agency as required by law in the State of California.
2. Commercial General Liability Insurance of not less than \$5,000,000 combined single limit per occurrence for bodily injury and property damage.
3. Automobile Liability Insurance of not less than \$5,000,000 is required on owned, hired, leased and non-owned vehicles used in connection with the Member Agency's business.
4. Professional liability (for example, malpractice insurance) is required with a limit of liability of not less than \$5,000,000 per occurrence.
5. Member Agency shall furnish a certificate of insurance satisfactory to the County Risk Management Division as evidence that the insurance required above is being maintained.
6. The insurance shall be issued by an insurance company acceptable to the County Risk Management Division, or be provided through partial or total self-insurance likewise acceptable to the County Risk Management Division.
7. Member Agency agrees that the insurance required above shall be in effect at all times during the term of this Agreement. In the event said insurance coverage expires at any time or times during the term of this Agreement, Member Agency agrees to provide at least thirty (30) days prior to said expiration date, a new certificate of insurance evidencing insurance coverage as provided for herein for not less than the remainder of term of the Agreement, or for a period of not less than one (1) year. New certificates of insurance are subject to the approval of the County Risk Management Division, and Member Agency agrees that no work or services shall be performed prior to the giving of such approval. In the event Member Agency fails to keep in effect at all times insurance coverage as herein provided, CAL TAHOE may, in addition to any other remedies it may have, terminate this Agreement upon the occurrence of such event.
8. The certificate of insurance must include the following provisions stating that:
 - A. The insurer shall not cancel the Insured's coverage without thirty (30) days prior written notice to CAL TAHOE; and;
 - B. CAL TAHOE and El Dorado County, their officers, officials, employees, and volunteers are included as additional insured, but only insofar as the operations under this Agreement are concerned. This provision shall apply to

all liability policies except worker's compensation and professional liability insurance policies.

9. Member Agency's insurance coverage shall be primary insurance as respects CAL TAHOE, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by CAL TAHOE or the County of El Dorado, its officers, officials, employees or volunteers shall be in excess of the Member Agency's insurance and shall not contribute with it.
10. Any deductibles or self-insured retentions must be declared to and approved by CAL TAHOE, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects CAL TAHOE, its officers, officials, employees, and volunteers; or Member Agency shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.
11. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to CAL TAHOE, its officers, officials, employees or volunteers.
12. The insurance companies shall have no recourse against CAL TAHOE, its officers and employees or any of them for payment of any premiums or assessments under any policy issued by any insurance company.
13. The Member Agency's obligations shall not be limited by the foregoing insurance requirements and shall survive expiration of this Agreement.
14. In the event the Member Agency cannot provide an occurrence policy, Member Agency shall provide insurance covering claims made as a result of performance of this Agreement for not less than three (3) years following completion of performance of this Agreement.
15. Certificate of insurance shall meet such additional standards as may be determined by CAL TAHOE either independently or in consultation with the County Risk Management Division, as essential for protection of CAL TAHOE.

Article XII - Interest of Public Official

No official or employee of Member Agency who exercises any functions or responsibilities in review or approval of services to be provided by Member Agency under this Agreement shall participate in or attempt to influence any decision relating to this Agreement which affects personal interest or interest of any corporation, partnership, or association in which he/she is directly or indirectly interested; nor shall any such official or employee of CAL TAHOE have any interest, direct or indirect, in this Agreement or the proceeds thereof.

Article XIII - Interest of Provider

Member Agency covenants that Member Agency presently has no personal interest or financial interest, and shall not acquire same in any manner or degree in either: 1) any other agreement or contract connected with or directly affected by the services to be

performed by this Agreement; or, 2) any other entities connected with or directly affected by the services to be performed by this Agreement. Member Agency further covenants that in the performance of this Agreement no person having any such interest shall be employed by Member Agency.

Article XIV - Venue

Any dispute resolution action arising out of this Agreement, including, but not limited to, litigation, mediation, or arbitration, shall be brought in El Dorado County, California, and shall be resolved in accordance with the laws of the State of California. Member Agency waives any removal rights it might have under Code of Civil Procedure Section 394.

Article XV - California Residency (Form 590)

All independent contractors providing services to CAL TAHOE must file a State of California Form 590, certifying their California residency or, in the case of a corporation, certifying that they have a permanent place of business in California. Member Agency shall be required to submit a Form 590 prior to execution of a Contract or CAL TAHOE shall withhold seven (7) percent of each payment made to Member Agency during the term of the Contract. This requirement applies to any contract exceeding \$1,500.00.

Article XVI – Taxpayer Identification / Form W9

Member Agency's federal Taxpayer Identification Number is: 94-6000-511. Member Agency shall provide a fully executed Department of the Treasury Internal Revenue Service Form W-9, "Request for Taxpayer Identification Number and Certification" prior to execution of this Agreement.

Article XVII - Administrator

The CAL TAHOE Officer or employee responsible for administering this Agreement is the JPA Executive Director, or successor.

Article XVIII - Authorized Signatures

The parties to this Agreement represent that the undersigned individuals executing this Agreement on their respective behalf are fully authorized to do so by law or other appropriate instrument and to bind upon said parties to the obligations set forth herein.

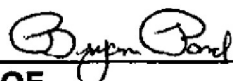
Article XIX - Partial Invalidity

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall continue in full force and effect without being impaired or invalidated in any way.


Article XX - Entire Agreement

This document and the documents referred to herein or exhibits hereto are the entire Agreement between the parties, and they incorporate or supersede all prior written or oral agreements or understandings.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first below written.



CAL TAHOE Date 1-18-12



Service Member Agency Date 12/21/11

Transporting and Non-Transporting
Advanced Life Support Services
Agreement
Between Cal Tahoe and Member Agency

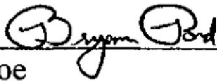
Article IV, Exhibit 1

Compensation for Services

Pursuant to the Member Agency agreement between Cal Tahoe and Lake Valley Fire Protection District annual compensation to the member agency will be stipulated within the Cal Tahoe annual fiscal budget. The budget will be evaluated and approved by the Cal Tahoe Board of Directors which is made up by members of the Member Agency

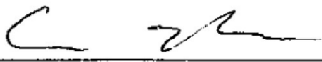
Operational cost by the Member Agency will be compiled and billed to Cal Tahoe on a monthly basis utilizing the billing codes supplied by Cal Tahoe.

Additional compensation paid to the Member Agency will be calculated as part of Cal Tahoe's annual budget process



Cal Tahoe

Date 1-18-12



Service Member Agency

Date 12/24/11

**NON-TRANSPORTING
ADVANCED LIFE SUPPORT SERVICES
AGREEMENT
BETWEEN CAL TAHOE AND City Of South Lake Tahoe**

THIS AGREEMENT made and entered into by and between the California Tahoe Emergency Services Operations Authority (hereinafter referred to as "CAL TAHOE"), and City of South Lake Tahoe, (hereinafter referred to as "Member Agency"), whose principal place of business is 1901 Airport Road, South Lake Tahoe California.

R E C I T A L S

WHEREAS, CAL TAHOE is responsible for providing Advanced Life Support (ALS) prehospital medical care within its jurisdiction, in compliance with the Contract for Prehospital Advanced Life Support and Dispatch Services with the County of El Dorado; and

WHEREAS, Member Agency desires to provide Advanced Life Support prehospital medical care services in El Dorado County; and

WHEREAS, Member Agency may also desire to provide Advanced Life Support emergency medical services, be it for an emergency, at a special event, or routine medical transportation; and

WHEREAS, this Agreement is developed in compliance with the Contract for Prehospital Advanced Life Support and Dispatch Services with the County of El Dorado; and

WHEREAS, Member Agency agrees to comply with the requirements of the California Health and Safety Code, Division 2.5, Section 1797 et seq.; California Code of Regulations, Title 22, Division 9, Chapter 4, Article 5, Section 100164; the County Emergency Medical Service and Medical Transportation Ordinance; the Contract for Prehospital Advanced Life Support and Dispatch Services with the County of El Dorado; the standards of the El Dorado County EMS Agency, including but not limited to the County EMS Agency Policy and Procedure Manual, El Dorado County Trauma Plan, and applicable agency, State or local statutes, ordinances or regulations; and

WHEREAS, the El Dorado County EMS Agency Medical Director, through the County EMS Agency, and as defined in the Contract for Prehospital Advanced Life Support and Dispatch Services with the County of El Dorado, has the authority to develop overall plans, policies, and medical standards to ensure that effective levels of ALS care are maintained within the COUNTY; and that the Medical Director has the exclusive authority for establishing the required equipment, medication inventories, and medical protocols; and

WHEREAS, the El Dorado County EMS Agency Medical Director shall have retrospective, concurrent, and prospective medical control including access to all information pertinent to data collection, evaluation and analysis,

CAL TAHOE and Member Agency mutually agree as follows:

SECTION I - DEFINITIONS

The following terms and definitions apply to this Agreement:

1. Advanced Life Support (ALS) means special services designed to provide definitive prehospital 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 or as otherwise defined by the Federal Health Care Finance Administration.
2. ALS Service Agency A public agency, private corporation, or other business entity which has 1) met all criteria for approval and has been approved by the EMS Agency in accordance with Title 22 California Code of Regulations (CCR) Division 9, Chapter 4, Section 100167 to provide ALS services to a designated geographic area with a designated number of DMT-P units and 2) employees certified EMT-1, certified EMT-2 or licensed paramedic personnel for the delivery of emergency medical care to the sick and injured at the scene of an emergency, during transport, or during interfacility transfer (Reference Title 22 CCR Section 100401). This definition shall include all authorized air ambulances servicing the County of El Dorado.
3. Ambulance means a vehicle that is specially constructed, modified or equipped, and used for the purpose of transporting sick, injured, convalescent, infirm, or otherwise incapacitated persons. In the case of vehicles owned and operated by public agencies, ambulance must meet the same standards for construction, identification, mechanical integrity, equipment and supplies as required of private agencies by the California Highway Patrol.

4. Arrival at the Scene means the time that an emergency response vehicle comes to a physical stop at an emergency scene (wheels stopped).
5. Base Hospital An acute care hospital responsible for providing on-line (active communication via radio, telephone or other electronic telephonic communication device) and off-line (discussion at Continuous Quality Improvement or peer review meetings) medical direction/control to COUNTY accredited EMT-Ps, pursuant to a written agreement with the COUNTY in accordance with Title 22 CCR Division 9, Chapter 4, Section 100168.
6. County means County of El Dorado, the political subdivision of the State of California. The Health Services Department through its local County EMS Agency is responsible for the direct oversight of prehospital emergency and non-emergency medical care in El Dorado County.
7. Critical Care Transport (CCT) means a transport during which a patient requires a level of medical care and/or observation that exceeds the standard scope of practice for County accredited paramedics. Such services may be rendered by specially trained and authorized paramedics, or registered nurses, physicians, respiratory therapists, perfusionists, physician's assistants, nurse practitioners or nurse midwives as determined by the physician responsible for the patient and the County EMS Agency Medical Director.
8. Emergency means a condition or situation in which an individual has a need for immediate medical attention, or where the potential for such need is perceived by emergency medical personnel, a public safety agency, or may reasonably be perceived by any prudent lay person; any sudden or serious illness or injury requiring immediate medical or psychiatric attention under such circumstances in which a delay in providing such services may aggravate the medical condition or cause the loss of life or an unknown situation; furthermore, any case declared to be an emergency by a physician.
9. Emergency Medical Response means responding immediately to any request for ambulance service for an emergency medical condition. An immediate response is one in which the ambulance vehicle responding begins as quickly as possible to take the steps necessary to respond to the call.
10. Emergency Medical Service and Medical Transportation Ordinance means an ordinance adopted by the El Dorado County Board of Supervisors that sets the standards and/or definitions for emergency medical services and medical transport; personnel and training requirements; equipment and supply requirements; response times; communication requirements; and medical transportation service requirements. It empowers the El Dorado County Emergency Medical Services Agency through the County Health Services Department to issue permits to litter van and wheelchair van transport services, and enter into contracts with ambulance entities; monitor performance; enforce standards, if necessary; and act in an impartial manner as an arbitrator in matters of citizen complaints.

11. Emergency Medical Services (EMS) means the medical services provided in an emergency.
12. Emergency Medical Services Agency (EMS Agency) means the administrative agency designated through the Health Services Department by the El Dorado County Board of Supervisors pursuant to Health and Safety Code, Section 1797.200.
13. Emergency Medical Services Aircraft (EMS Aircraft) means any aircraft utilized for the purpose of prehospital emergency patient response and transport. EMS aircraft includes air ambulances and all categories of rescue aircraft.
14. Emergency Medical Technician or EMT means an individual trained in all facets of basic life support (as defined in Health and Safety Code Section 1797.80) according to standards prescribed in the California Code of Regulations, Title 22, Chapter 2, and who has a valid State of California certificate.
15. Emergency Medical Technician-Paramedic or EMT-P means an individual who is educated and trained in all elements of prehospital Advanced Life Support; whose scope of practice is to provide Advanced Life Support in accordance with the standards prescribed in the California Code of Regulations, Title 22, Chapter 4; and who has a valid State paramedic license. Paramedics working in El Dorado must additionally be accredited according to standards established by the County EMS Agency Medical Director.
16. Medical Director means the medical director of the County EMS Agency.
17. Mobile Intensive Care Nurse (MICN) means a registered nurse who is licensed by the California Board of Registered Nursing and who has been authorized by the medical director of the local County EMS agency as qualified to provide prehospital Advanced Life Support or to issue instructions to prehospital emergency medical care personnel within an EMS system according to standardized procedures developed by the local County EMS Agency.
18. Physician means an individual licensed by the State as a doctor of medicine or doctor of osteopathy.
19. Prehospital Care Report (PCR) means the form approved by the County EMS Agency for the purpose of documenting all patient care provided in El Dorado County and shall also include all required billing information.
20. Primary Response Area means a geographical area designated by the County as an emergency medical services zone.
21. Registered Nurse means an individual licensed by the State of California Board of Registered Nursing. (Note: Nurses originating from the state of Nevada who provide emergency medical transportation services across the California-Nevada border shall be licensed by the Nevada State Board of Nursing.)

22. Response Time means the time interval from the moment that the ambulance or medical transportation entity is first made aware of the call back number, the address of the patient or passenger, and in the case of ambulance request the presumptive patient condition as defined by EMD, and in the case of medical transportation the requested level of service, until the arrival at the scene of the emergency or pickup point, which is the time that an ambulance or medical transportation vehicle comes to a physical stop at the scene (wheels stopped).
23. Special Event means an event where spectators and/or participants in the event have a potential for illness or injury, or any situation where a previously announced event results in a gathering of persons in one general locale, sufficient in numbers, or engaged in an activity, that creates a need to have one or more EMS resources at the site as defined by EMS Agency Policy issued by the EMS Agency Medical Director.
24. Utilization Ratio means a measure of productivity. The unit hour utilization ratio is calculated by dividing the number of transports during a given period by the number of unit hours produced during the same period.
25. Unit Hour means a fully staffed, equipped, and available ambulance available for or involved in emergency medical response for one hour. For example, if a system operates one unit for 24 hours and transports 12 patients in that period, its unit hour utilization ratio would be 0.50.

SECTION II – SCOPE OF SERVICES

Member Agency agrees to provide full service Prehospital Advanced Life Support Services as described in this Agreement, and the terms and conditions of the El Dorado County Emergency Medical Service and Medical Transportation Ordinance. In the performance of its obligation hereunder, it is agreed that the Member Agency is subject to the medical control of the El Dorado County EMS Agency Medical Director, and to the control or direction of CAL TAHOE.

1. Member Agency shall provide prehospital Advanced Life Support service response on a continuous twenty-four (24) hour per day basis, unless otherwise specified by the County EMS Agency, in which case there shall be adequate justification for the exemption, as provided in the California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7, Section 100167.
2. Member Agency shall at all times meet the requirements set forth by the California Highway Patrol; the California Vehicle Code; the State of California Health and Safety Code; the State of California Emergency Medical Services Authority, the California Code of Regulations, the El Dorado County Emergency Medical Service and Medical Transportation Ordinance, the El Dorado County EMS Agency Policies, Procedures and Field Treatment Protocols, and any other applicable statute, ordinance, and resolution regulating Advanced Life Support services provided under this Agreement, including but not by way of limitation, personnel, vehicles,

equipment, services, and supplies which are the subject of this Agreement. In the event of any conflicting statute, ordinance, or regulation, the statute, ordinance, or regulation setting forth the more stringent requirement shall be met.

3. This Agreement is for prehospital Advanced Life Support services provided in the primary response area of El Dorado County known as County Service Area No. 3 South Shore Area, and a part of Alpine County, except for the "Tahoe West Shore" in El Dorado County. Member Agency shall be responsible for providing prehospital Advanced Life Support services for all emergency requests for ALS service received from any person or any agency in the coverage area and dispatched through the designated dispatch center.
4. Member Agency shall ensure that personnel shall be familiar with local geography throughout the primary response area.

Article I - Standards of Service for Prehospital ALS

1. Member Agency shall respond to requests for emergency medical services from the designated dispatch center.
2. Member Agency shall not cause or allow its ALS units to respond to a location without receiving a specific request from the designated Dispatch Center for such service at that location.
3. Member Agency shall immediately respond to requests for emergency medical service to the address or place given and shall complete that run, unless diverted by the designated Dispatch Center.
4. Member Agency shall promptly respond an ALS unit to the emergency call and shall complete that run, unless diverted by the designated Dispatch Center pursuant to CAL TAHOE's System Status Management Plan.
5. In the case of ALS first responder, the first responder shall notify the designated dispatch center when enroute, upon arrival at scene, upon arrival at patient, upon departure from scene, and shall notify the designated dispatch center when they are committed to a call, out of service, or when any other status change occurs.
6. In the event that Member Agency is unable to respond to a request for emergency medical service, the Member Agency shall immediately notify the designated Dispatch Center. When all vehicles in service are committed, mutual aid request provisions shall be followed.
7. Member Agency shall not advertise itself or the responding unit as providing advanced life support services unless routinely providing advanced life support

services on a continuous twenty-four (24) hour-per-day basis, as provided in the California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7.

8. Member Agency shall implement said ALS emergency medical services as a part of CAL TAHOE's response system within the Primary Response Area, and adhere to a System Status Management Plan developed by CAL TAHOE at all times during the term of this Agreement.

Article II - System Designations

1. The designated Base Hospital provides on-line medical control according to the California Health and Safety Code, Division 2.5, Section 1798.000 through and including Section 1798.104. The designated Base Hospital for CSA No. 3 (CSA #3) South Shore Area is Barton Memorial Hospital.
2. The designated Dispatch Center for CSA No. 3 is the City of South Lake Tahoe Dispatch Center. CAL TAHOE shall respond to requests for prehospital Advanced Life Support services from the designated Dispatch Center.

Article III – Personnel Requirements

1. Member Agency shall ensure that all Paramedic personnel are licensed by the State of California and accredited with the County EMS Agency. Member Agency shall ensure that EMT personnel are certified in El Dorado County. Personnel whose certification/accreditation has lapsed shall not be allowed to provide prehospital care within El Dorado County until they have met all requirements to bring current their certification/accreditation. Member Agency shall ensure compliance with all EMT and EMT-P regulations from the State of California Health and Safety Code, Division 2.5, and Title 22, Division 9, and ensure that the County EMS Agency Policies, Procedures and Field Treatment Protocols are followed. For each new employee, Member Agency shall provide a copy of such records of certification and/or accreditation to CAL TAHOE.
2. Member Agency shall ensure that all personnel will be physically and mentally fit to serve in the prehospital care capacity. No intoxicating substance shall be used while on duty, nor shall they be used in the eight (8) hours prior to reporting for duty.
3. In the case of First Responder ALS, Member Agency shall maintain a minimum staffing level of not less than one (1) CAL TAHOE Paramedic.
4. Member Agency shall ensure that the medical certification and/or accreditation level of all personnel be clearly displayed. Said identification shall be worn as deemed operationally necessary.

5. Member Agency shall maintain good working relationships with fire agencies; law enforcement; base hospitals; County EMS Agency; and City and County staff. The conduct of personnel must be professional and courteous at all times.
6. Member Agency shall provide safe and sanitary living quarters for on-duty personnel.

Article IV - Equal Opportunity Employer

Member Agency shall be an equal opportunity employer and shall be committed to an active Equal Employment Opportunity Program (EEOP). It shall be the stated policy of Member Agency that all employees and applicants shall receive equal consideration and treatment in employment without regard to race, color, religion, ancestry, national origin, age (over 40), sex, marital status, medical condition, or physical handicap.

All recruitment, hiring, placements, transfers and promotions will be on the basis of individual skills, knowledge and abilities, regardless of the above identified basis. All other personnel actions such as compensation, benefits, layoffs, terminations, training, etc., are also administered without discrimination. Equal employment opportunity will be promoted through a continual and progressive EEOP. The objective of an EEOP is to ensure nondiscrimination in employment and, wherever possible, to actively recruit and include for consideration for employment minorities, women and the physically handicapped.

Article V – Training Requirements

1. Member Agency shall maintain records of all EMS training, continuing education and skills maintenance as required by the El Dorado County EMS Agency. Member Agency shall provide to the County EMS Agency specific records upon request.
2. Member Agency shall agree to participate in EMS system components that include paramedic, nurse and trainee field observations including ride-alongs, disaster drills, and continuing education programs, even if such persons are employed by provider.
3. Member Agency shall provide qualified paramedic personnel to be Field Training Officers (FTO's) to instruct and accredit paramedics who are new to the system or who are in an approved paramedic internship program. FTO's shall provide orientation to El Dorado County EMS Policies, Procedures, Protocols, Trauma Plan, EMS Plan, EMS radio communication and Base Station and receiving hospitals. FTO's shall provide training in any optional scope of practice procedure currently in effect in El Dorado County. CAL TAHOE shall ensure that FTO's shall be allowed to attend meetings and/or training pertinent to the El Dorado County EMS system. The County EMS Agency Medical Director shall approve all El Dorado County FTO's.

Article VI – Community Education

Member Agency shall participate in providing community education on 9-1-1 system access, CPR and first aid, and shall utilize community organizations to support and enhance local community efforts in providing public education.

Article VII – Quality Improvement/Quality Assurance

1. Member Agency shall have and maintain a comprehensive internal medical and operational quality assurance program. This program shall, at a minimum, monitor and evaluate the prehospital Advanced Life Support services required in this Agreement. The program shall be reviewed and approved by CAL TAHOE.
2. Member Agency shall participate in assigned CAL TAHOE quality improvement/quality assurance activities, and shall appoint appropriate personnel to serve on prehospital and disaster committees, as needed. These committees and/or activities shall include, but are not limited to, Continuous Quality Improvement Committee (CQIC), Medical Advisory Committee (MAC), peer review, post incident critiques, and other related activities and committees.
3. Member Agency shall cooperate fully in supplying all requested documentation to CAL TAHOE, the Base Hospital and the County EMS Agency, and shall participate fully in all quality assurance programs mandated by the COUNTY.
4. Member Agency shall allow inspections, site visits or ride-alongs at any time by CAL TAHOE and County EMS Agency staff, with or without notice, for purposes of CAL TAHOE contract compliance and medical quality assurance.

Article VIII – Mutual Aid Requests

1. Mutual aid response shall be performed in accordance with approved cover and mutual aid agreements. In the course of rendering such services, Member Agency shall be exempt from the maximum response time standards. Member Agency shall advise dispatch that they are unable to respond to mutual aid requests if such response is in conflict with a response in the Primary Response Area.
2. Mutual aid response may require Member Agency to respond ALS vehicles into a response area other than that assigned in this Agreement. Whenever Member Agency personnel receive a request for service in another area, Member Agency personnel shall immediately respond an ALS vehicle as directed. If, due to prior or concurrent commitments of on-line units, the Member Agency personnel are unable to respond in a timely manner, the requesting agency shall be notified immediately. If the requesting agency's urgency is such that it would be appropriate to call up staffing of a backup unit, the Member Agency shall initiate such call-up.

Article IX – Disaster/Multicasualty Incident Requirements

1. Member Agency shall cooperate with CAL TAHOE in establishing disaster and multicasualty incident plans, policies and procedures; and assist in planning and participate in interagency disaster/multicasualty incident training exercises annually.
2. During declared disasters or large-scale multicasualty incidents, Member Agency shall be exempt from all responsibilities for response-time performance until notified by CAL TAHOE or incident commander. When the Member Agency is notified that disaster assistance is no longer required, the Member Agency shall return all its resources to the primary area of responsibility, and shall resume all operations in a timely manner.
3. During the course of a disaster or large-scale multicasualty incident, Member Agency shall use best efforts to provide Priority 1, Priority 2, and Priority 3 service coverage to the assigned Primary Response Area while suspending Priority 4, 5, and 6 service upon notification of such by CAL TAHOE.

Article X – Drugs and Medical Supplies

Member Agency shall possess and agree to maintain adequate drug and solution inventory, drugs, and supplies in compliance with the El Dorado County EMS Agency Policy and Procedure Manual.

Article XI - ALS Medical Equipment

1. Standards for medical equipment shall be in compliance with the County EMS Agency Policy and Procedure Manual promulgated by the County EMS Agency as required for the level of service being provided. The County EMS Agency provides electronic access to the Policy and Procedure Manual and Manual updates on an ongoing basis. Member Agency shall be charged with knowledge of that Policy. The policy shall be updated from time to time as determined necessary by the County EMS Agency.
2. Compliance with these medical equipment requirements is not mandated for inactive “reserve” units. Vehicles, equipment and supplies shall be maintained in a clean, sanitary and safe mechanical condition at all times.
3. Upon inspection by the COUNTY, any primary or backup ambulance failing to meet these medical equipment requirements shall be immediately removed from service and remain out of service until any deficiency is corrected. Upon inspection by the COUNTY, any Advanced Life Support vehicles other than ambulance failing to meet these medical emergency requirements shall immediately discontinue providing advance life support services until all deficiencies are corrected. At the time when a reserve ambulance unit is used to provide the services required by this Agreement, the unit shall comply with all Equipment Requirements as specified in this Agreement.

Article XII – Communications Equipment

Member Agency shall possess and agree to utilize exclusively and maintain two-way communication equipment that is compatible with COUNTY approved dispatch, designated Base Station facilities and all EMS users. Communication capabilities and use of frequencies will be monitored by CAL TAHOE and the County EMS Agency. (No private medical transportation/ambulance system telephone access number shall exist for emergency dispatch.)

SECTION III - DATA COLLECTION AND REPORTING REQUIREMENTS

Member Agency shall submit reports and data to CAL TAHOE in a form and manner approved by CAL TAHOE. The articles hereinafter detail reporting requirements and timetables, which are intended to be mandatory and exemplary but not intended to be all-inclusive.

Member Agency shall be responsible to ensure that all information is provided to CAL TAHOE in a timely manner as indicated throughout this Agreement.

Article I – Patient Care Report

1. Member Agency personnel shall utilize the approved El Dorado County “Prehospital Care Report” (PCR) for all emergency and non-emergency responses including non-transports.
2. The Prehospital Care Report and billing paperwork shall be submitted to COUNTY according to the time frames established in writing by Ambulance Billing as required by El Dorado County EMS Policy: *“Documentation - Medic Unit Prehospital Care Report Form”*.
3. In the case of ALS first responder where the first responder maintains patient care and rides in the ambulance, one of the following documentation options shall be utilized: a) a PCR may be filled out by the first responder paramedic and be utilized as the only PCR for that patient; or, b) the first responder paramedic completes a first responder PCR, and the ambulance paramedic completes a separate PCR.
4. In the case of ALS first responder, at the time of transfer of patient care to the transporting paramedic, the first responder shall relay all pertinent information including, but not limited to: patient history, mechanism of injury, medications normally taken, allergies, assessment finding, and treatments already performed.
5. In the case of ALS first responder where the first responder report is not completed prior to the ambulance leaving the scene; the first responder shall complete this report within 24 hours and follow the distribution instructions as defined in the El Dorado County EMS documentation policy. If any portion of the incomplete PCR is passed on to the transporting unit, it shall not be considered an official document.

6. Member Agency personnel shall perform due diligence to obtain and transmit all required billing and patient care information. If circumstances arise which limit the availability of patient information, billing information, and associated information, Member Agency shall remain responsible to obtain the required information and submit it to COUNTY. Member Agency personnel shall adhere to the requirements of the El Dorado County EMS Policy: *"Documentation - Medic Unit Prehospital Care Report Form"*.
7. Ambulance Billing shall notify the Member Agency management of failure to adequately complete a PCR. Repeated failures to adequately complete the PCR shall be reported to the JPA, and the JPA shall take the necessary action to correct the omission/error situation. Ambulance Billing personnel shall provide reports no less than monthly to the JPA to help identify personnel in need of additional training.
8. Upon receipt of notification from Ambulance Billing of missing or incomplete items of billing or patient care information, the JPA shall have five calendar days in which to furnish the required information to Ambulance Billing. This reporting timeline may be adjusted by the County EMS Agency Administrator according to the sensitivity and urgency of required information.

Article II - Incident Report

Member Agency shall furnish its personnel with EMS Event Analysis forms, and shall ensure that its personnel understand and utilize such forms. Member Agency shall notify CAL TAHOE within 24 hours if a sentinel event occurs, i.e., injury to patient, crew or public, or violent or high profile incident. Member Agency may also provide notification and EMS Event Analysis forms to the El Dorado County EMS Agency.

1. Mutual Aid Received or Provided

Member Agency shall document each occurrence of Mutual Aid emergency medical response into the Primary Response Area by an out-of-area ambulance service entity, or Mutual Aid rendered to another agency outside the Primary Response Area on an EMS Event Analysis Form. Such report shall detail the time of incident dispatch, time that mutual aid was requested, location of incident, and the reason Mutual Aid was required.

2. Unusual Activities

Member Agency shall document any and all incidents of unusual activities or occurrences that impacted or had an effect on the normal delivery of services. Events that an attending medic or the Member Agency feel should be documented but are not appropriate to include on the PCR should be included on the EMS Event Analysis form. Such activities may include but are not limited to: acts of violence, combative patients, patient care concerns, inter-agency conflicts, medical equipment failures, obstacles to responses including chronic adverse road conditions, and radio, dispatch, or communication failures. Any other unusual

activities that have the potential of affecting patient care shall be documented as well.

3. **Vehicle Failure and Accident Reporting**

Member Agency shall document vehicle failure above and beyond usual scheduled maintenance and repairs and ambulance vehicle accidents that could potentially have a detrimental effect on patient care issues.

Article III - Ambulance Response Time Report

1. Member Agency shall submit a monthly report to CAL TAHOE on all emergency medical response times. Such report shall include data identifying the Incident Number, Date, Unit Number, Response Mode (Priority 1, 2 & 3), and the following times: Time of Dispatch, Arrival at Scene, Depart Scene, and Arrival at Hospital. Emergency medical response time data shall be provided as a computerized report in a tab-delineated format.
2. For each response within the previous calendar month that exceeds the Response Time Standard for the area of dispatch location (Urban, Semi-Rural/Rural, or Wilderness) Member Agency shall submit a Response Time Exception Report to CAL TAHOE. The reason for the delayed response time shall be clear, precise, and verifiable in order to determine if the exception is acceptable. These reports shall be submitted to CAL TAHOE for the previous calendar month of service on a monthly basis.

SECTION IV – CONTRACT REQUIREMENTS

Article I - Operational Policies

Member Agency shall be responsible to comply with all operational policies and standards currently articulated in this Agreement; CAL TAHOE's Policy and Procedure Manual; the Health and Safety Code, Division 2.5; California Code of Regulations, Title 22, Division 9; policies and procedures promulgated by the California Emergency Medical Services Authority, and by the El Dorado County Emergency Medical Services Agency.

Article II – Billing for Services

Parties receiving emergency medical transport services from Member Agency shall be billed by County Ambulance Billing for said services.

Personnel shall not request nor receive payment for any services provided pursuant to this Agreement, nor shall they quote charges to the patient or any other concerned individuals, or extend promises for special treatment regarding billable charges. CAL TAHOE shall

provide ambulance billing rate forms to ambulance personnel, and personnel may make these forms available to individuals upon request.

Article III – Term

This agreement shall become effective when fully executed by the parties hereto and will remain in effect, unless terminated pursuant to provisions in Article V of this section. This Agreement will be reviewed by May 31 of each year for continuation of service.

Article IV - Compensation for Services

(TO BE DETERMINED BY CAL TAHOE)

Article V – Changes to Agreement

This Agreement may be amended by mutual consent of the parties hereto. Said amendments shall become effective only when in writing and approved by the duly authorized boards and fully executed by duly authorized officers of the parties hereto.

This Agreement is subject to termination by mutual agreement, initiated by either party, for any reason during the term of the Agreement. Termination of this Agreement may be initiated by providing written notice to the other party of intent to cancel at least 30 days prior to termination date.

CAL TAHOE may deny, suspend or revoke this Agreement for failure of the Member Agency to comply with this Agreement, the El Dorado County Emergency Medical Service and Medical Transportation Ordinance; or applicable policies, procedures and regulations promulgated by the State of California or by the El Dorado County EMS Agency.

Article VI – Assignment and Delegation

CAL TAHOE engages Member Agency for Member Agency's unique qualifications and skills as well as those of Member Agency's personnel. Member Agency shall not subcontract, delegate or assign services to be provided, in whole or in part, to any other person or entity without prior written consent of CAL TAHOE.

Article VII - Independent Provider Liability

Member Agency is, and shall be at all times, deemed independent and shall be wholly responsible for the manner in which it performs services required by terms of this Agreement. Member Agency exclusively assumes responsibility for acts of its employees, associates, and subcontractors, if any are authorized herein, as they relate to services to be provided under this Agreement during the course and scope of their employment.

Member Agency shall be responsible for performing the work under this Agreement in a safe, professional, skillful and workmanlike manner and shall be liable for its own negligence and negligent acts of its employees. CAL TAHOE shall not be charged with responsibility of preventing risk to the Member Agency or its employees.

Article VIII - Nondiscrimination in Services, Benefits, and Facilities

- A. Member Agency certifies under the laws of the State of California that Member Agency shall not unlawfully discriminate in the provision of services because of race, color, creed, national origin, sex, age, or physical or mental disability as provided by State and federal law and in accordance with Title VI of the Civil Rights Act of 1964 [42 USC 2000(d)]; Age Discrimination Act of 1975 (42 USC 6101); Rehabilitation Act of 1973 (29 USC 794); Education Amendments of 1972 (20 USC 1681); Americans with Disabilities Act of 1990 (42 USC 12132); Title 45, Code of Federal Regulations, Part 84; provisions of the Fair Employment and Housing Act (Government Code Section 12900 et seq.); and regulations promulgated thereunder (Title 2, CCR, Section 7285.0 et seq.); Title 2, Division 2, Article 9.5 of the California Government Code, commencing with Section 11135; and Title 9, Division 4, Chapter 6 of the California Code of Regulations, commencing with Section 10800.
- B. For the purpose of this Agreement, discriminations on the basis of race, color, creed, national origin, sex, age, or physical or mental disability include, but are not limited to, the following: denying a participant any service or providing a benefit to a participant which is different, or is provided in a different manner or at a different time from that provided to other participants under this Agreement; subjecting a participant to segregation or separate treatment in any matter related to the receipt of any service; restricting a participant in any way in the enjoyment of any advantage or privilege enjoyed by others receiving any service or benefit; and/or treating a participant differently from others in determining whether the participant satisfied any admission, enrollment, eligibility, membership or other requirement or condition which individuals must meet in order to be provided any service or benefit.

Article IX – Notice to Parties

All notices to be given by the parties hereto shall be in writing and sent postage prepaid by registered mail. Notices to Member Agency shall be addressed as follows, or to such other location as either party directs:

CAL TAHOE

PO Box 8917
South Lake Tahoe CA, 96158
Attn: Ryan Wagoner

Member Agency

1901 Airport Road, Suite 300
South Lake Tahoe, CA 96150
Attn: Tom Watson, City Attorney

Article X - Indemnity

To the fullest extent of the law, Member Agency shall defend, indemnify, and hold CAL TAHOE and the County of El Dorado harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorneys fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, CAL TAHOE employees, County employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the Member Agency's services, operations, or performance hereunder, regardless of the existence or degree of fault or negligence on the part of CAL TAHOE, the County of El Dorado, the Member Agency, subcontractor(s) and employee(s) of any of these, except for the sole, or active negligence of CAL TAHOE, its officers and employees, the County of El Dorado, its officers and employees, or as expressly provided by statute. This duty of Member Agency to indemnify and save CAL TAHOE and El Dorado County harmless includes the duties to defend set forth in California Civil Code Section 2778.

Article XI - Insurance

The Member Agency shall provide to CAL TAHOE proof of a policy of insurance that is also satisfactory to the El Dorado County Risk Management Division and documentation evidencing that the Member Agency maintains insurance that meets the following requirements set forth hereinafter.

1. Full Worker's Compensation and Employers' Liability Insurance covering all employees of the Member Agency as required by law in the State of California.
2. Commercial General Liability Insurance of not less than \$5,000,000 combined single limit per occurrence for bodily injury and property damage.
3. Automobile Liability Insurance of not less than \$5,000,000 is required on owned, hired, leased and non-owned vehicles used in connection with the Member Agency's business.
4. Professional liability (for example, malpractice insurance) is required with a limit of liability of not less than \$5,000,000 per occurrence.
5. Member Agency shall furnish a certificate of insurance satisfactory to the County Risk Management Division as evidence that the insurance required above is being maintained.
6. The insurance shall be issued by an insurance company acceptable to the County Risk Management Division, or be provided through partial or total self-insurance likewise acceptable to the County Risk Management Division.
7. Member Agency agrees that the insurance required above shall be in effect at all times during the term of this Agreement. In the event said insurance coverage expires at any time or times during the term of this Agreement, Member Agency agrees to provide at least thirty (30) days prior to said expiration date, a new

certificate of insurance evidencing insurance coverage as provided for herein for not less than the remainder of term of the Agreement, or for a period of not less than one (1) year. New certificates of insurance are subject to the approval of the County Risk Management Division, and Member Agency agrees that no work or services shall be performed prior to the giving of such approval. In the event Member Agency fails to keep in effect at all times insurance coverage as herein provided, CAL TAHOE may, in addition to any other remedies it may have, terminate this Agreement upon the occurrence of such event.

8. The certificate of insurance must include the following provisions stating that:
 - A. The insurer shall not cancel the insured's coverage without thirty (30) days prior written notice to CAL TAHOE, and;
 - B. CAL TAHOE and El Dorado County, their officers, officials, employees, and volunteers are included as additional insured, but only insofar as the operations under this Agreement are concerned. This provision shall apply to all liability policies except worker's compensation and professional liability insurance policies.
9. Member Agency's insurance coverage shall be primary insurance as respects CAL TAHOE, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by CAL TAHOE or the County of El Dorado, its officers, officials, employees or volunteers shall be in excess of the Member Agency's insurance and shall not contribute with it.
10. Any deductibles or self-insured retentions must be declared to and approved by CAL TAHOE, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects CAL TAHOE, its officers, officials, employees, and volunteers; or Member Agency shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.
11. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to CAL TAHOE, its officers, officials, employees or volunteers.
12. The insurance companies shall have no recourse against CAL TAHOE, its officers and employees or any of them for payment of any premiums or assessments under any policy issued by any insurance company.
13. The Member Agency's obligations shall not be limited by the foregoing insurance requirements and shall survive expiration of this Agreement.
14. In the event the Member Agency cannot provide an occurrence policy, Member Agency shall provide insurance covering claims made as a result of performance of this Agreement for not less than three (3) years following completion of performance of this Agreement.

15. Certificate of insurance shall meet such additional standards as may be determined by CAL TAHOE either independently or in consultation with the County Risk Management Division, as essential for protection of CAL TAHOE.

Article XII - Interest of Public Official

No official or employee of Member Agency who exercises any functions or responsibilities in review or approval of services to be provided by Member Agency under this Agreement shall participate in or attempt to influence any decision relating to this Agreement which affects personal interest or interest of any corporation, partnership, or association in which he/she is directly or indirectly interested; nor shall any such official or employee of CAL TAHOE have any interest, direct or indirect, in this Agreement or the proceeds thereof.

Article XIII - Interest of Provider

Member Agency covenants that Member Agency presently has no personal interest or financial interest, and shall not acquire same in any manner or degree in either: 1) any other agreement or contract connected with or directly affected by the services to be performed by this Agreement; or, 2) any other entities connected with or directly affected by the services to be performed by this Agreement. Member Agency further covenants that in the performance of this Agreement no person having any such interest shall be employed by Member Agency.

Article XIV - Venue

Any dispute resolution action arising out of this Agreement, including, but not limited to, litigation, mediation, or arbitration, shall be brought in El Dorado County, California, and shall be resolved in accordance with the laws of the State of California. Member Agency waives any removal rights it might have under Code of Civil Procedure Section 394.

Article XV - California Residency (Form 590)

All independent contractors providing services to CAL TAHOE must file a State of California Form 590, certifying their California residency or, in the case of a corporation, certifying that they have a permanent place of business in California. Member Agency shall be required to submit a Form 590 prior to execution of a Contract or CAL TAHOE shall withhold seven (7) percent of each payment made to Member Agency during the term of the Contract. This requirement applies to any contract exceeding \$1,500.00.

Article XVI – Taxpayer Identification / Form W9

Member Agency's federal Taxpayer Identification Number is: _____. Member Agency shall provide a fully executed Department of the Treasury Internal Revenue Service Form W-9, "Request for Taxpayer Identification Number and Certification" prior to execution of this Agreement.

Article XVII - Administrator

The CAL TAHOE Officer or employee responsible for administering this Agreement is the JPA Executive Director, or successor.

Article XVIII - Authorized Signatures

The parties to this Agreement represent that the undersigned individuals executing this Agreement on their respective behalf are fully authorized to do so by law or other appropriate instrument and to bind upon said parties to the obligations set forth herein.

Article XIX - Partial Invalidity

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall continue in full force and effect without being impaired or invalidated in any way.

Article XX - Entire Agreement

This document and the documents referred to herein or exhibits hereto are the entire Agreement between the parties, and they incorporate or supersede all prior written or oral agreements or understandings.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first below written.

CAL TAHOE

Date _____

Service Member Agency

Date _____

APPENDIX E Contents: Government Codes

ABA 545

Gov. Code 6500

Assembly Bill No. 545

CHAPTER 124

An act to add Section 6523.10 to the Government Code, relating to local government.

[Approved by Governor July 24, 2017. Filed with
Secretary of State July 24, 2017.]

LEGISLATIVE COUNSEL'S DIGEST

AB 545, Bigelow. Joint powers agreements: County of El Dorado: nonprofit hospitals.

The Joint Exercise of Powers Act authorizes 2 or more public agencies to enter into an agreement to jointly exercise any power common to the contracting parties.

This bill, notwithstanding the law relating to the joint exercise of powers, would authorize a private, nonprofit hospital in the County of El Dorado to enter into a joint powers agreement with a public agency. The bill would prohibit nonprofit hospitals and public agencies participating in the agreement from reducing or eliminating any emergency services following the creation of the joint powers authority without a public hearing, as provided.

This bill would make legislative findings and declarations as to the necessity of a special statute for the County of El Dorado.

The people of the State of California do enact as follows:

SECTION 1. Section 6523.10 is added to the Government Code, to read:

6523.10. (a) Notwithstanding any other provision of this chapter, a private, nonprofit hospital in the County of El Dorado may enter into a joint powers agreement with a public agency, as defined in Section 6500.

(b) Nonprofit hospitals and public agencies participating in a joint powers agreement entered into pursuant to subdivision (a) shall not reduce or eliminate any emergency services, as a result of that agreement, following the creation of the joint powers authority without a public hearing by the authority. The joint powers authority shall provide public notice of the hearing to the communities served by the authority not less than 14 days prior to the hearing and the notice shall contain a description of the proposed reductions or changes.

(c) This section shall not be construed to grant any power to a nonprofit hospital that participates in an agreement authorized under this section to levy any tax or assessment. This section shall not permit any entity, other

than a nonprofit hospital corporation or a public agency, to participate as a party to an agreement authorized under this section.

SEC. 2. The Legislature finds and declares that a special statute is necessary and that a general statute cannot be made applicable within the meaning of Section 16 of Article IV of the California Constitution because of the unique circumstances facing health care providers and nonprofit hospitals in the County of El Dorado.

State of California

GOVERNMENT CODE

Section 6500

6500. As used in this article, “public agency” includes, but is not limited to, the federal government or any federal department or agency, this state, another state or any state department or agency, a county, county board of education, county superintendent of schools, city, public corporation, public district, regional transportation commission of this state or another state, a federally recognized Indian tribe, or any joint powers authority formed pursuant to this article by any of these agencies.

(Amended by Stats. 2011, Ch. 266, Sec. 1. (AB 307) Effective January 1, 2012.)

APPENDIX F Contents: CTESOA-County Agreements

Contract Amendment #1

Contract Amendment #2

Contract Amendment #3

Contract Amendment #4

CTESOA Extension Approval 06_24_15

CTESOA Extension Review 06_24_15

Signed 2019 County Contract

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AGREEMENT FOR SERVICES #017-111-P-E2011
AMENDMENT I

This Amendment I to that Agreement for Services 017-111-P-E2011, made and entered into by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as COUNTY) and California Tahoe Emergency Services Operations Authority; (hereinafter referred to as CAL TAHOE).

RECITALS

WHEREAS, CONTRACTOR has been engaged by COUNTY for contracted Prehospital Advanced Life Support services and dispatch services, in accordance with Agreement for Services #017-111-P-E2011, dated October 27, 2011, incorporated herein and made by reference a part hereof; and

WHEREAS, the Health Services Department been reorganized and is now known as Health Services, a Department of the Health and Human Services Agency; and

WHEREAS, the parties hereto have mutually agreed to amend **Section VIII – General Contract Requirements, Article XV - Notice to Parties**;

WHEREAS, the parties hereto have mutually agreed to modify indemnity language, thereby amending **Section VIII – General Contract Requirements, Article XVI - Indemnity**; and

WHEREAS, the parties hereto have mutually agreed to modify information regarding the certificate of insurance, thereby modifying **Section VIII – General Contract Requirements, Article XVII, H.**; and

NOW THEREFORE, the parties do hereby agree that Agreement for Services #017-111-P-E2011 shall be amended a first time as follows:

- 1) All references in the original agreement to the "County Health Services Department" or "HSD" shall be deemed to refer to Health Services, a Department of the Health and Human Services Agency.

- 2) Section VIII, Article XV shall be amended in its entirety to read as follows:

Article XV - Notice To Parties

All notices to be given by the parties hereto shall be in writing and served by depositing same in the United States Post Office, postage prepaid and return receipt requested. Notices to COUNTY shall be addressed as follows:

**COUNTY OF EL DORADO
HEALTH AND HUMAN SERVICES AGENCY
3057 BRIW ROAD, SUITE A
PLACERVILLE, CA 95667
ATTN: DANIEL NIELSON, M.P.A., DIRECTOR**

or to such other location as the COUNTY directs.

Notices to CAL TAHOE shall be addressed as follows:

**CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY
P.O. BOX 8917
SOUTH LAKE TAHOE, CA 96158
ATTN: BRYAN POND, EXECUTIVE DIRECTOR**

or to such other location as CAL TAHOE directs.

- 3) Section VIII, Article XVI shall be amended in its entirety to read as follows:

Article XVI – Indemnity

To the fullest extent of the law, CAL TAHOE shall defend, indemnify, and hold both COUNTY, its officers, employees, agents and representatives, and Alpine County, its officers, employees, agents and representatives harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorneys fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, COUNTY employees, or Alpine County employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with CAL TAHOE'S, or any of its Member Agency's services, operations, or performance hereunder, and/or in connection with or arising from the selection of CAL TAHOE as a responsible, responsive proposer, regardless of the existence or degree of fault or negligence on the part of COUNTY, Alpine County, CAL TAHOE, subcontractor(s) and employee(s) of any of these, except for the sole, or active negligence of COUNTY, its officers and employees, Alpine County, its officers and employees, or as expressly provided by statute. This duty of CAL TAHOE to indemnify and save COUNTY and Alpine County harmless includes the duties to defend as set forth in California Civil Code Section 2778.

4) Section VIII, Article XVII H shall be amended in its entirety to read as follows:

H. The certificate of insurance must include the following provisions stating that:

1. The insurer shall not cancel the insured's coverage without thirty (30) days prior written notice to COUNTY, and;
2. The County of El Dorado, its officers, officials, employees, and volunteers are included as additional insured, but only insofar as the operations under this Contract are concerned. This provision shall apply to all liability policies except worker's compensation and professional liability insurance policies.
3. The County of Alpine, its officers, officials, employees, and volunteers are included as additional insured, but only insofar as the operations under this Contract are concerned. This provision shall apply to all liability policies except worker's compensation and professional liability insurance policies.

Except as herein amended, all other parts and sections of that Agreement #017-111-P-E2011 shall remain unchanged and in full force and effect.

REQUESTING DEPARTMENT HEAD CONCURRENCE:

By:  Dated: 2-6-2012
 Daniel Nielson, M.P.A., Director
Health and Human Services Agency

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IN WITNESS WHEREOF, the parties hereto have executed this first Amendment to that Agreement for Services 017-111-P-E2011 on the dates indicated below.

--COUNTY OF EL DORADO--

By: 

John R. Knight, Chair
Board of Supervisors
COUNTY

Dated: 5/1/12

ATTEST:

Terri Daly, Acting
Clerk of the Board of Supervisors

By: 

Deputy Clerk

Date: 5/1/12

--CONTRACTOR--

By: 

Robert Bettencourt, Chairman
CAL TAHOE Board of Directors

Dated: MARCH 12th, 2012

**CONTRACT FOR SERVICES #017-111-P-E2011
AMENDMENT II**

Prehospital Advanced Life Support, Ambulance
and Dispatch Services

This Amendment II to that Contract for Services #017-111-P-E2011, made and entered into by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "COUNTY") and California Tahoe Emergency Services Operations Authority (hereinafter referred to as "CAL TAHOE").

RECITALS

WHEREAS, CAL TAHOE has been engaged by COUNTY for contracted Prehospital Advanced Life Support services and dispatch services, in accordance with Contract for Services #017-111-P-E2011, dated October 27, 2011, incorporated herein and made by reference a part hereof; and

WHEREAS, the parties hereto have mutually agreed to amend **Section VIII General Contract Requirements, Article VII - Compensation for Services, Section VIII General Contract Requirements, Article XV - Notice to Parties, and Section VIII General Contract Requirements, Article XXII - Administrator.**

WHEREAS, the parties hereto have mutually agreed to add **Section VIII General Contract Requirements, Article XXVI – No Third Party Beneficiary.**

NOW THEREFORE, the parties do hereby agree that Contract for Services #017-111-P-E2011 shall be amended a second time as follows:

1) Section VIII, Article VII shall be amended in its entirety to read as follows:

Article VII – Compensation for Services

CAL TAHOE acknowledges and agrees that this Contract is funded from specified identified CSA No. 3 funding sources and is primarily a fixed price contract with annual adjustments plus standby revenue.

A. CAL TAHOE will be compensated in sixty (60) monthly payments of \$166,500.00 for the duration of the original five-year term of the Contract. Beginning in January 2013, COUNTY will annually increase monthly compensation by a percentage that is equal to the Medicare Ambulance Inflation Factor (AIF)

released by the Centers for Medicare and Medicaid Studies and effective for each calendar year. In the event that the AIF is zero or a negative percentage in any given year, CAL TAHOE compensation will not be changed during that year. The COUNTY will work collaboratively with CAL TAHOE to establish and maintain an annual balanced operational budget for CSA No. 3, with operating expenditures that do not exceed annual operating revenues. COUNTY shall supply CAL TAHOE on a quarterly basis a report showing billing and collections on all transports.

At any time during the Contract term, in the event that significant circumstances beyond the reasonable control of CAL TAHOE or COUNTY dramatically increase or decrease CAL TAHOE's expenses or COUNTY revenues, either party may request that the other meet and confer regarding the terms of the Contract. Potential options include:

- Continue the Contract without changes
- Increase or decrease CAL TAHOE compensation
- Modify the performance requirements of the Contract

Examples of circumstances beyond the reasonable control of the parties include, but are not limited to significant changes in State or federal healthcare reimbursement, State or federal mandates that create an unfunded financial burden on either party, the repeal, or reduction of certain taxes or benefit assessments, and significant changes in the payer mix.

CAL TAHOE acknowledges and agrees that the source of funds for CALTAHOE's compensation is limited to total revenue projected to be collected from two sources: 1) the CSA No. 3 benefit assessment and 2) fees collected by the COUNTY from patient charges for service. The COUNTY shall not be required to fund compensation from any other funds or revenues, including but not limited to the COUNTY's General Fund.

B. Fines and Penalties

The total of all fines and penalties for the previous month shall be deducted prior to monthly payment to CAL TAHOE.

Penalties and fines may be waived by COUNTY if acceptable reasons are presented by CAL TAHOE.

C. Additional Compensation for Standby, Disaster Services, and Long Distance Transports

1. Standby Services: COUNTY will reimburse CAL TAHOE 93% of actual revenue received for special event and standby event services provided by CAL TAHOE. Seven percent (7%) will be retained by COUNTY for billing and collection services.

2. Disaster Services: COUNTY will reimburse CAL TAHOE 100% of payments received from State and federal agencies specifically designated to reimburse CAL TAHOE for direct, unusual expense of providing disaster services.
3. Long Distance Transports: Long distance transport shall be defined as transportation of a patient in excess of one hundred (100) miles. COUNTY will compensate CAL TAHOE a flat rate of one thousand dollars (\$1,000) each month for Long Distance Transports regardless of whether, and how many, long distant transports are performed in that month.

D. Process for Ambulance Services Compensation

CAL TAHOE shall invoice COUNTY by the 10th of each calendar month for that current month. Invoice shall be submitted to the COUNTY EMS Agency, 415 Placerville Drive, Suite J, Placerville, CA 95667 or other location as COUNTY may direct. The COUNTY will pay to CAL TAHOE the reconciled monthly compensation payment prior to the last day of the invoiced month to include the following:

1. The base Contract monthly compensation for the current month, less any applicable penalties, and
2. Costs associated with disaster response per Section VIII, Article VII, C, 2. of this Contract for the previous month

E. Financial Statements and Reports

The COUNTY may require that the CAL TAHOE submit an income statement or financial statement for any contract year during the term of the Contract. The income and financial statements shall be in compliance with California Government Code section 6505 and in a format acceptable to the COUNTY and shall be certified by a Certified Public Accountant that has direct responsibility for financial aspects of CAL TAHOE's operations under the COUNTY contract. It is understood that the COUNTY may conduct audits to verify these statements and make them available to other parties as deemed appropriate and CAL TAHOE shall fully cooperate with any COUNTY audit.

CAL TAHOE shall also comply with such other miscellaneous reporting requirements as may be specified by the COUNTY, provided that these additional reporting requirements shall not be unreasonable or excessively cumbersome to CAL TAHOE.

F. Annual Audit

CAL TAHOE acknowledges and agrees that COUNTY is responsible for conducting/obtaining annual audits of CAL TAHOE's books and records. CAL TAHOE agrees to assist administratively in procuring a Certified Public Accountant (CPA) upon COUNTY'S request. Each audit period shall be July 1 through June 30 for the term of this contract. For each annual audit, a copy of the audit, together with any findings of deficiencies and recommended corrective action from the auditor, shall be submitted to the Health Services Department no later than March 31st of each year. Health Services Department shall forward the audit documents to the County Auditor-Controller and to the Board of Supervisors for receipt and filing. In the event corrective action is necessary, CAL TAHOE shall, simultaneously with the submission of the audit documents, submit its corrective plan to correct any and all existing deficiencies, and to implement action to protect against future such deficiencies. Within forty-five (45) days of submission of the audit documents and CAL TAHOE's corrective plan to Health Services Department, COUNTY will notify CAL TAHOE if further CAL TAHOE action to implement corrective action is required. CAL TAHOE shall fully cooperate with any COUNTY audit.

G. Accounts Receivable/Billing

COUNTY shall manage all accounts receivable associated with this Contract. CAL TAHOE shall not engage in any billing activity associated with services provided by this Contract.

2) Section VIII, Article XV shall be amended in its entirety to read as follows:

Article XV – Notice to Parties

All notices to be given by the parties hereto shall be in writing and served by depositing same in the United States Post Office, postage prepaid, Certified, and Return Receipt Requested.

Notices to COUNTY shall be in duplicate and addressed as follows:

COUNTY OF EL DORADO
HEALTH AND HUMAN SERVICES EMS AGENCY
415 PLACERVILLE DRIVE, SUITE J
PLACERVILLE, CA 95667
ATTN: RICHARD TODD, EMS AGENCY ADMINISTRATOR

With a copy to:

COUNTY OF EL DORADO
PROCUREMENT AND CONTRACTS DIVISION
360 FAIR LANE, LOWER LEVEL
PLACERVILLE, CA 95667
ATTN: TERRI DALY, PURCHASING AGENT

Or to such other location as the COUNTY directs.

Notices to CAL TAHOE shall be addressed as follows:

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY
P. O. BOX 8917
SOUTH LAKE TAHOE, CA 96158
ATTN: BRYAN POND, EXECUTIVE DIRECTOR

Or to such other location as CAL TAHOE directs.

3) Section VIII, Article XXII shall be amended in its entirety to read as follows:

Article XXII – Administrator

The County Officer or employee with responsibility for administering this Contract is Richard Todd, EMS Agency Administrator, or successor.

4) Section VIII, Article XXVI shall be added as follows:

Article XXVI - No Third Party Beneficiaries

Nothing in this Contract is intended, nor will be deemed, to confer rights or remedies upon any person or legal entity not a party to this Contract.

Except as herein amended, all other parts and sections of that Contract #017-111-P-E2011 shall remain unchanged and in full force and effect.

REQUESTING CONTRACT ADMINISTRATOR CONCURRENCE:

By: Richard Todd
Richard Todd, EMS Agency Administrator
Contract Administrator

Dated: 10-1-2012

IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment to that Contract for Services #017-111-P-E2011 on the dates indicated below.

--COUNTY OF EL DORADO--

Dated: 12/11/12

By: 

John R. Knight, Chairman
Board of Supervisors
"County"

ATTEST:

James S. Mitrison,

Clerk of the Board of Supervisors

By: 

Deputy Clerk

Dated: 12/11/12

CAL TAHOE

By: 

Robert Bettencourt, Chairman
Board of Directors
"CAL TAHOE"

Dated: 10-1-12

ATTEST:

By: 

Board Secretary

Dated: 10-4-2012

Kgl / dao / zmm

**CONTRACT FOR SERVICES #017-111-P-E2011
AMENDMENT 3**

Prehospital Advanced Life Support, Ambulance
and Dispatch Services

This Amendment III to that Contract for Services #017-111-P-E2011, is made and entered into by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "County") and California Tahoe Emergency Services Operations Authority (hereinafter referred to as "Cal Tahoe").

R E C I T A L S

WHEREAS, Cal Tahoe has been engaged by County for contracted Prehospital Advanced Life Support services and dispatch services, in accordance with Contract for Services #017-111-P-E2011, dated October 27, 2011, Amendment 1 dated May 1, 2012, and Amendment 2 dated December 11, 2012, incorporated herein and made by reference a part hereof; and

WHEREAS, the parties hereto have mutually agreed to amend **Section VIII, Article VII – Compensation for Services**; and

NOW THEREFORE, the parties do hereby agree that Contract for Services #017-111-P-E2011 shall be amended a third time as follows:

1) Section VIII, Article VII shall be amended in its entirety to read as follows:

Article VII – Compensation for Services

Cal Tahoe acknowledges and agrees that this Contract is funded from specific, identified CSA No. 3 funding sources and is primarily a fixed price contract with annual adjustments plus standby revenue.

A. Cal Tahoe will be compensated in sixty (60) monthly payments of \$166,500.00 for the duration of the original five-year term of the Contract. Beginning in January 2013, County will annually increase monthly compensation by a percentage that is equal to the Medicare Ambulance Inflation Factor (AIF) released by the Centers for Medicare and Medicaid Studies and effective for each calendar year. In the event that the AIF is zero or a negative percentage in any given year, Cal Tahoe compensation will not be changed during that year. The County will work collaboratively with Cal Tahoe to establish and maintain an

annual balanced operational budget for CSA No. 3, with operating expenditures that do not exceed annual operating revenues. County shall supply Cal Tahoe on a quarterly basis a report showing billing and collections on all transports. In addition, in recognition of the increased dispatch costs, effective upon execution of this Amendment, County shall pay Cal Tahoe a \$60,000 flat fee; thereafter said \$60,000 shall be due July 1st each fiscal year through the remaining term of this Agreement.

At any time during the Contract term, in the event that significant circumstances beyond the reasonable control of Cal Tahoe or County dramatically increase or decrease Cal Tahoe's expenses or County revenues, either party may request that the other meet and confer regarding the terms of the Contract. Potential options include:

- Continue the Contract without changes
- Increase or decrease Cal Tahoe compensation
- Modify the performance requirements of the Contract

Examples of circumstances beyond the reasonable control of the parties include, but are not limited to significant changes in State or federal healthcare reimbursement, State or federal mandates that create an unfunded financial burden on party, the repeal, or reduction of certain taxes or benefit assessments, and significant changes in the payer mix.

Cal Tahoe acknowledges and agrees that the source of funds for Cal Tahoe's compensation is limited to total revenue projected to be collected from two sources: 1) the CSA No. 3 benefit assessment and 2) fees collected by the County from patient charges for service. The County shall not be required to fund compensation from any other funds or revenues, including but not limited to the County's General Fund.

B. Fines and Penalties

The total of all fines and penalties for the previous month shall be deducted prior to monthly payment to Cal Tahoe.

Penalties and fines may be waived by County if acceptable reasons are presented by Cal Tahoe.

C. Additional Compensation for Standby, Disaster Services, Long Distance Transports, and One-time Fixed Asset Purchases:

1. Standby Services: County will reimburse Cal Tahoe 93% of actual revenue received for special event and standby event services provided by Cal Tahoe. Seven percent (7%) will be retained by County for billing and collection services.

2. Disaster Services: County will reimburse Cal Tahoe 100% of payments received from State and federal agencies specifically designated to reimburse Cal Tahoe for direct, unusual expense of providing disaster services.
3. Long Distance Transports: Long distance transport shall be defined as transportation of a patient in excess of one hundred (100) miles. County will compensate Cal Tahoe a flat rate of one thousand dollars (\$1,000) each month for Long Distance Transports regardless of whether, and how many, long distant transports are performed in that month.
4. Medic Unit: Upon execution of this Amendment 3 to that Agreement 164-S1211, County shall pay Cal Tahoe a one-time amount of \$160,000 for the purchase of one (1) medic unit.

D. Process for Ambulance Services Compensation

Cal Tahoe shall invoice County by the 10th of each calendar month for that current month. Invoice shall be submitted to the County EMS Agency, 415 Placerville Drive, Suite J, Placerville, CA 95667 or other location as County may direct. The County will pay to Cal Tahoe the reconciled monthly compensation payment prior to the last day of the invoiced month to include the following:

1. The base Contract monthly compensation for the current month, less any applicable penalties, and
2. Costs associated with disaster response per Section VIII, Article VII, C, 2. of this Contract for the previous month

E. Financial Statements and Reports

The County may require that the Cal Tahoe submit an income statement or financial statement for any contract year during the term of the Contract. The income and financial statements shall be in compliance with California Government Code section 6505 and in a format acceptable to the County and shall be certified by a Certified Public Accountant that has direct responsibility for financial aspects of Cal Tahoe's operations under the County contract. It is understood that the County may conduct audits to verify these statements and make them available to other parties as deemed appropriate and Cal Tahoe shall fully cooperate with any County audit.

Cal Tahoe shall also comply with such other miscellaneous reporting requirements as may be specified by the County, provided that these additional reporting requirements shall not be unreasonable or excessively cumbersome to Cal Tahoe.

F. Annual Audit

Cal Tahoe acknowledges and agrees that County is responsible for conducting/obtaining annual audits of Cal Tahoe's books and records. Cal Tahoe agrees to assist administratively in procuring a Certified Public Accountant (CPA) upon County's request. Each audit period shall be July 1 through June 30 for the term of this contract. For each annual audit, a copy of the audit, together with any findings of deficiencies and recommended corrective action from the auditor, shall be submitted to the Health Services Department no later than March 31st of each year. Health Services Department shall forward the audit documents to the County Auditor-Controller and to the Board of Supervisors for receipt and filing. In the event corrective action is necessary, Cal Tahoe shall, simultaneously with the submission of the audit documents, submit its corrective plan to correct any and all existing deficiencies, and to implement action to protect against future such deficiencies. Within forty-five (45) days of submission of the audit documents and Cal Tahoe's corrective plan to Health Services Department, County will notify Cal Tahoe if further Cal Tahoe action to implement corrective action is required. Cal Tahoe shall fully cooperate with any County audit.

G. Accounts Receivable/Billing

County shall manage all accounts receivable associated with this Contract. Cal Tahoe shall not engage in any billing activity associated with services provided by this Contract.

Except as herein amended, all other parts and sections of that Contract #017-111-P-E2011 shall remain unchanged and in full force and effect.

REQUESTING CONTRACT ADMINISTRATOR CONCURRENCE:

By: Richard W. Todd Dated: 7-5-2016
 Richard Todd, EMS Agency Administrator
 Contract Administrator

REQUESTING DEPARTMENT HEAD CONCURRENCE:

By: Don Ashton Dated: 7-5-2016
 Don Ashton, M.P.A., Director
 Health and Human Services Agency

IN WITNESS WHEREOF, the parties hereto have executed this Third Amendment to that Contract for Services #017-111-P-E2011 on the dates indicated below.

--COUNTY OF EL DORADO--

Dated: 7/19/16

By: 

Ron Mikulaco, Chair
Board of Supervisors
"County"

ATTEST:

James S. Mitrisin
Clerk of the Board of Supervisors

By: 

Deputy Clerk

Dated: 7/19/16

CALTAHOE

By: 

Robert Bettencourt, Chairman
Board of Directors
"Cal Tahoe"

Dated: 7/7/16

ATTEST:

By: 

Board Secretary

Dated: 8-3-16

kgf

CONTRACT FOR SERVICES #017-111-P-E2011 AMENDMENT 4

Prehospital Advanced Life Support, Ambulance
and Dispatch Services

This Amendment IV to that Contract for Services #017-111-P-E2011, is made and entered into by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "County") and California Tahoe Emergency Services Operations Authority (hereinafter referred to as "Cal Tahoe").

RECITALS

WHEREAS, Cal Tahoe has been engaged by County for contracted Prehospital Advanced Life Support (ALS) services and dispatch services, in accordance with Contract for Services #017-111-P-E2011, dated October 27, 2011, Amendment 1 dated May 1, 2012, Amendment 2 dated December 11, 2012, and Amendment 3 dated July 16, 2016 incorporated herein and made by reference a part hereof; and

WHEREAS, in accordance with California Health and Safety Code, Section 1797.227 the County has contracted for an electronic Prehospital Care Report (ePCR) software and database, which provides the capability to utilize tablets, computers, and other devices to collect and transmit ePCR data; and

WHEREAS, in February 2017, the California Emergency Medical Services Authority awarded the County grant funding opportunity number C16-041 for the purchase of Electronic Mobile Devices as part of the Data Quality Improvement Program to collect and transmit patient care data to the County consistent with Health and Safety Code 1797.227 with subsequent transmission to the California Emergency Medical Services Information System (CEMSIS) database; and

WHEREAS, to facilitate wireless connectivity between the Emergency Medical Technician (EMT) and EMT-Paramedic staff with the ePCR database, the County has purchased tablets, with the aforementioned grant monies, in sufficient quantity for each Advanced Life Support (ALS) ambulance, and sufficient quantity for each ALS engine to have a dedicated tablet available; and

WHEREAS, Cal Tahoe shall facilitate the integration of ImageTrend software with the contracted dispatch agency; and

WHEREAS, Cal Tahoe has agreed that in exchange for the initial purchase of said tablets, Cal Tahoe will maintain, accessorize, update, repair, and replace each tablet and associated components on an as needed basis; and

WHEREAS, Cal Tahoe has experienced a significant increase in Inter-facility Transfers which has, in turn, significantly accelerated the maintenance and replacement of medic units due to increased wear and tear which is beyond the reasonable control of Cal Tahoe; and,

WHEREAS, County has agreed to increase Cal Tahoe's monthly funding for costs associated with such increase in Inter-facility Transfers; and

WHEREAS, Cal Tahoe is contractually bound to replace or remount medic units when they reach 150,000 miles of service and currently has three (3) medic units that have over 130,000 miles of service, as such County has agreed to fund a one-time purchase of one (1) new ambulance and one (1) remount of an ambulance; and

WHEREAS, the parties hereto have mutually agreed to amend **Section III – General Service Provisions: Article I – General Dispatch Provisions; Section VI – Equipment and Supply Requirements: Article I – Ambulance Vehicles; Section VII – Data Collection and Reporting Requirements: Article II – Prehospital Care Report/Billing Forms, ePCR Required; Section VIII – General Contract Requirements: Article VII – Compensation for Services, Article XV – Notice to Parties; and**

WHEREAS, the parties hereto have mutually agreed to amend and replace **Appendix B, and Appendix E; and**

NOW THEREFORE, the parties do hereby agree that Contract for Services #017-111-P-E2011 shall be amended a fourth time as follows:

1) Section III – General Services Provisions: Article I – General Dispatch Provisions, shall be amended in its entirety to read as follows:

Article I – General Dispatch Provisions

Cal Tahoe shall provide or subcontract to provide one hundred percent (100%), twenty-four (24) hours per day, seven (7) days per week dispatch coverage and services for all Priority 1, 2, 3, 4, 5 and 6 ambulance requests for service, as described in Section V, Article XI, C., for the term of this Contract, in accordance

with federal, State and local provisions, including but not limited to those outlined below.

Such service shall include, but is not limited to, dispatch personnel, in-service training, quality improvement monitoring, and related support services.

A. Staffing

Staffing levels shall be such that emergency lines will be answered within eighteen (18) seconds (by the third (3rd) ring) in not less than 90% of cases. Cal Tahoe's call-takers will provide medically appropriate priority dispatch and pre-arrival instructions using Medical Priority Dispatch Systems protocols approved by the County EMS Agency Medical Director.

B. Hardware

Certain dispatch communications equipment and radios, proposed communication infrastructure enhancements, and other equipment and software employed by Cal Tahoe in the delivery of these services may be furnished by County (See Appendix B).

C. Computer Aided Dispatch System

Cal Tahoe will provide a computer aided dispatch (CAD) system to be utilized to record dispatch information for all ambulance requests. The CAD time recording system must include the date, hour, minutes and seconds. All radio and telephone communication including pre-arrival instructions and time track must be digitally recorded and retained for a minimum of 365 days. County shall have access to recorded information related to medical calls with appropriate notice.

D. Dispatch facility shall hold current designation as primary or secondary Public Safety Answering Point (PSAP) by State of California.

E. The Designated Dispatch Center shall utilize and maintain a computer aided dispatch (CAD) system with specialized separate tracking of EMS and ambulance responses. Cal Tahoe shall notify County if CAD system is inoperative for more than 24 hours.

F. The designated dispatch center shall integrate the CAD system with the Electronic Prehospital Care Report (ePCR) software.

G. Cal Tahoe shall provide a system of priority dispatch and pre-arrival instructions together with applicable quality assurance approved by the County EMS Agency Medical Director.

H. Priority Dispatch Protocols and Pre-Arrival Instructions

County utilizes medical dispatch protocols and pre-arrival instructions approved by the County EMS Agency Medical Director and the County EMS Agency Administrator. These are based on the Emergency Medical Dispatch National Standard Curriculum as the standard:

The priority dispatch and pre-arrival instruction software approved by the County of El Dorado EMS Agency Director is Medical Priority Consultants software program: ProQA for Windows and AQUA (Advanced Quality Assurance for electronic case review), which meet the standards of the National Traffic Safety Administration: Emergency Medical Dispatch National Standard Curriculum.

Cal Tahoe shall ensure that the County approved priority dispatch and pre-arrival instruction software is installed by the Designated Dispatch Center at all times during this Contract. If, during the term of this Contract, the CAD vendor used by Cal Tahoe develops an interface to ProQA, or Cal Tahoe changes CAD vendors to one with such an interface, Cal Tahoe shall install the interface at its own sole expense.

Adherence to medical dispatch protocols is required. Thus, except where a deviation is clearly justified by special circumstances not contemplated within a dispatch protocol, such medical dispatch protocol shall be strictly followed. Compliance with call-taker and dispatcher questions and pre-arrival instructions shall be a routine part of an integrated quality improvement process and shall be reported on a monthly basis with response statistics.

- I. The Designated Dispatch Center shall provide a process that recommends vehicle locations per criteria included in Cal Tahoe's System Status Management Plan (SSMP).

J. Syndromic Biosurveillance System

Cal Tahoe shall purchase and install a Syndromic Biosurveillance System as proposed in Section XIII. System Enhancements. Paragraph A. beginning on page 1439 of its response to the County RFP. The system installed shall be the FirstWatch Real Time Early Warning System detailed in the proposal. Cal Tahoe may utilize Option 1 (purchase) or Option 2 (Software as a Service) found on page 1473 of the proposal, to acquire this capability. This installation shall be completed no later than, February 1, 2012. Cal Tahoe shall assure that County has access to real time data available from this system. Should County decide to implement the Syndromic Biosurveillance System County-wide at some future date, County and Cal Tahoe will enter into discussions regarding the expansion and distributed costs of the expanded system.

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2) **Section VI – Equipment and Supply Requirements: Article I – Ambulance Vehicles, shall be amended in its entirety to read as follows:**

Article I – Ambulance Vehicles

A. Vehicles

1. Cal Tahoe shall provide all ambulance vehicles to be used for the provision of the services required in this Contract.
2. Cal Tahoe shall maintain a minimum fleet of five ambulances with four-wheel drive capabilities and with remountable modules. Ambulance modules shall be remounted onto new chassis per Cal Tahoe's vehicle replacement plan. The vehicle replacement plan shall be reviewed annually and revised as needed by Cal Tahoe, and a copy provided to the County EMS Agency of any changes. The Plan shall include a summary of the past year's purchases.
3. Cal Tahoe shall maintain a serviceable fleet of ambulances in accordance with the fleet management and maintenance plans submitted in Cal Tahoe's proposal.
4. Cal Tahoe shall maintain access to a sixth ambulance through cooperative agreements with neighboring ambulance providers.

B. Vehicle Markings

All ambulances shall be marked as described in Appendix D. Cal Tahoe shall not modify ambulance vehicle markings without the expressed written consent of County.

C. Equipment Provided by County

County will provide high-altitude Nitronox units and a radio infrastructure system owned by the County of El Dorado. Additionally, County will purchase the initial supply of EPCR mobile tablets for all ALS ambulances. ePCR mobile tablets shall remain property of the State of California and may not be transferred for use by another department of a local government or disposed of without written approval of California State Emergency Medical Services Authority (EMSA). A detailed description of the provided radio infrastructure and ePCR equipment will be maintained and updated routinely during the annual County property inventory and updated on Appendix B.

D. Equipment Provided by Cal Tahoe

Cal Tahoe will be required to provide all equipment and systems, other than outlined in "C" above, necessary to fulfill the requirements of this Contract. Equipment and systems to be provided by Cal Tahoe include, without limitation, dispatch equipment, computer systems, mobile and portable radios, emergency alerting devices, ambulances, supervisory vehicles, monitors, defibrillators, other clinical equipment, crew quarters and administrative offices.

Additionally, Cal Tahoe shall provide and maintain cellular connectivity for the mobile ePCR tablet.

E. Supplies for Basic and Advanced Life Support Services

It will be the total responsibility of Cal Tahoe to furnish all supplies necessary and/or required to perform Basic and Advanced Life Support services, including, but not limited to, ePCR tablets. Appendix E, "ALS Transporting Unit Minimum Equipment Inventory," is a detailed list with the number, type and in some cases brand, of each item that shall be carried on every ambulance.

EPCR/Tablets – Cal Tahoe shall provide tablet maintenance and repair, as well as operating system updates for each tablet. Cal Tahoe will be solely responsible for the purchase and replacement of all accessories to the tablets including, but not limited to, batteries, plugs, power cords, protective-cases, and screen protectors. In the event a tablet needs to be replaced, Cal Tahoe shall purchase the replacement tablet in an updated make and model capable of performing in accordance with the ePCR platform system requirements. Cal Tahoe shall ensure that a sufficient number of mobile ePCR tablets are available for replacement in the event of breakdown, maintenance, and disaster operations.

F. First Responder Equipment and Supply Replenishment

Cal Tahoe shall develop mechanisms to exchange reusable orthopedic appliances, and re-stock disposable and ALS medical supplies, except pharmaceuticals, used by first responders when treatment has been provided by first responder personnel and patient care is assumed by Cal Tahoe's personnel. Equipment and supplies will be exchanged on a one-for-one basis. Whenever possible, this exchange should be accomplished on scene. If patient care or circumstances at the scene prevent an on scene exchange, Cal Tahoe will arrange to accomplish it as soon as reasonably possible. If Cal Tahoe is canceled en route or at the scene and no patient contact is made by Cal Tahoe's personnel, Cal Tahoe shall not be obligated to restock the first responder agency supplies.

G. Return to Station

In any situation in which fire department personnel assist Cal Tahoe during transport to the hospital, Cal Tahoe shall provide or arrange return transportation to the fire station for those personnel. This will be accomplished within a reasonable period of time.

H. In-Service Training

Cal Tahoe will provide in-service training for first responders that will benefit the EMS system as a whole. This training should, at a minimum, facilitate on-scene interactions with Cal Tahoe's personnel and provide access to Cal Tahoe's educational programs needed for the continued certification of first responders. Cal Tahoe, however, is not responsible for the recertification of first responders.

3) Section VII – Data Collection and Reporting Requirements: Article II – Prehospital Care Report/Billing Forms, ePCR Required, shall be amended in its entirety to read as follows:

Article II – Prehospital Care Report/Billing Forms

- A. On or about June 1, 2017, Cal Tahoe shall have implemented and begun to utilize the County's contracted ePCR software and tablets.

The ePCR is required to be completed for all patients for whom care is rendered at the scene, regardless of whether the patient is transported. Prehospital Care Reports should clearly identify those instances when two or more patients are transported in the same ambulance so that proper billing can be done. Further, a round trip transport occurs when a single ambulance takes a patient to a destination and then provides a transport back to the point of origin. Round trip transports, other than "wait and return" trips are to be counted as two transports.

- B. In order to ensure that County and EMS Agency Medical Director can conduct system wide quality improvement activities, Cal Tahoe is required to provide County with electronic copies of accurately completed patient care forms including, but not limited to, correct name, address, date of birth, social security number and signature of the patient or patient representative (or clearly stated reason why patient is unable to sign) and sufficient information to appropriately document medical necessity.

- C. In the event that hardware, software, communications, licensing or other technical problems temporarily prohibit the real-time capture of ePCR data and information, Cal Tahoe shall have an immediately available backup system to manually collect all required information. Upon manual collection of this information, it shall be Cal Tahoe's responsibility to enter it into appropriate

electronic databases to assure compliance with the reporting requirements and timelines of this Contract.

- D. Cal Tahoe shall be required to provide all Prehospital Care Reports in an electronic format.
- E. Properly completed electronic Prehospital Care Reports should be delivered or electronically available to the County within no more than forty-eight (48) hours of the completion of each call. Cal Tahoe may be exempt from failures to meet this requirement that are outside of Cal Tahoe's reasonable control. For every patient care form not delivered within five (5) business days of the required delivery date, County will deduct \$250 from Cal Tahoe's payment. In addition, County will deduct from Cal Tahoe's payment \$1,000.00 for every patient care form that is not accurately completed and turned over to the County within 30 days of the completion of each call.
- F. Health and Human Services Agency (HHS) Ambulance Billing personnel shall notify Cal Tahoe of failure to adequately complete an ePCR. Cal Tahoe shall take the necessary action to correct the omission/ error situation within 48 hours. Ambulance Billing personnel shall contact Cal Tahoe to help identify Cal Tahoe personnel in need of additional training. Cal Tahoe acknowledges and agrees that complete and timely reporting is of the essence of this agreement.
- G. All PCR's and ePCR's shall be completed in accordance with the El Dorado County EMS Policy: *"EMS Documentation Policies and Procedures"*.

4) Section VIII – General Contract Requirements, Article VII – Compensation for Services, shall be amended in its entirety to read as follows:

Article VII – Compensation for Services

Cal Tahoe acknowledges and agrees that this Contract is funded from specific, identified CSA No. 3 funding sources and is primarily a fixed price contract with annual adjustments plus standby revenue.

- A. Cal Tahoe will be compensated in sixty (60) monthly payments of \$166,500.00¹ for the duration of the original five-year term of the Contract. The County will work collaboratively with Cal Tahoe to establish and maintain an annual balanced operational budget for CSA No. 3, with operating expenditures that do not exceed annual operating revenues. County shall supply Cal Tahoe on a

¹ Beginning in January 2013, County will annually increase monthly compensation by a percentage that is equal to the Medicare Ambulance Inflation Factor (AIF) released by the Centers for Medicare and Medicaid Studies and effective for each calendar year. In the event that the AIF is zero or a negative percentage in any given year, Cal Tahoe compensation will not be changed during that year.

quarterly basis a report showing billing and collections on all transports. In addition, in recognition of the increased dispatch costs, effective July 19, 2016 in accordance with Amendment III, County shall pay Cal Tahoe a \$60,000 flat fee; thereafter said \$60,000 shall be due July 1st each fiscal year through the remaining term of this Agreement.

At any time during the Contract term, in the event that significant circumstances beyond the reasonable control of Cal Tahoe or County dramatically increase or decrease Cal Tahoe's expenses or County revenues, either party may request that the other meet and confer regarding the terms of the Contract. Potential options include:

- Continue the Contract without changes
- Increase or decrease Cal Tahoe compensation
- Modify the performance requirements of the Contract

Examples of circumstances beyond the reasonable control of the parties include, but are not limited to significant changes in State or federal healthcare reimbursement, State or federal mandates that create an unfunded financial burden on party, the repeal, or reduction of certain taxes or benefit assessments, and significant changes in the payer mix.

Cal Tahoe acknowledges and agrees that the source of funds for Cal Tahoe's compensation is limited to total revenue projected to be collected from two sources: 1) the CSA No. 3 benefit assessment and 2) fees collected by the County from patient charges for service. The County shall not be required to fund compensation from any other funds or revenues, including but not limited to the County's General Fund.

B. Fines and Penalties

The total of all fines and penalties for the previous month shall be deducted prior to monthly payment to Cal Tahoe.

Penalties and fines may be waived by County if acceptable reasons are presented by Cal Tahoe.

C. Additional Compensation for Standby, Disaster Services, and Long Distance Transports:

1. Standby Services: County will reimburse Cal Tahoe 93% of actual revenue received for special event and standby event services provided by Cal Tahoe. Seven percent (7%) will be retained by County for billing and collection services.
2. Disaster Services: County will reimburse Cal Tahoe 100% of payments received from State and federal agencies specifically designated to

reimburse Cal Tahoe for direct, unusual expense of providing disaster services.

3. Long Distance Transports: Long distance transport shall be defined as transportation of a patient in excess of one hundred (100) miles. County will compensate Cal Tahoe a flat rate of twenty-one thousand dollars (\$21,000) each month for Long Distance Transports regardless of whether, and how many, long distant transports are performed in that month.

D. Process for Ambulance Services Compensation

Cal Tahoe shall invoice County by the 10th of each calendar month for that current month. Invoice shall be submitted to the County EMS Agency, 2900 Fair Lane Ct, Placerville, CA 95667 or other location as County may direct. The County will pay to Cal Tahoe the reconciled monthly compensation payment prior to the last day of the invoiced month to include the following:

1. The base Contract monthly compensation for the current month, less any applicable penalties, and
2. Costs associated with disaster response per Section VIII, Article VII, C, 2. of this Contract for the previous month

E. Process for one-time reimbursement:

1. County shall reimburse Cal Tahoe a one-time amount of \$320,000 for the purchase of one (1) ambulance at \$210,000 and one remount of an ambulance at \$110,000 within forty-five (45) days following the County's receipt and approval of itemized invoice(s) identifying purchase of the ambulance and ambulance remount.
2. County agrees to a one-time reimbursement to Cal Tahoe for the expense of integrating ePCR software with the contracted dispatch agency Computer Aided Design (CAD) software. Reimbursement shall be provided for actual work expenses to facilitate integration not to exceed a total of \$7,000. County shall review and provide written approval of integration costs prior to any work being conducted. County shall not be responsible for any cost that was not approved in writing prior to the work being performed. Once integration is completed, as verified by County Contract Administrator and ImageTrend, Cal Tahoe will be responsible for any and all subsequent integration costs, including but not limited to upgrades or routine maintenance as required by the contracted dispatch agency.

Itemized invoices shall follow the format specified by County and shall reference this Agreement number on their faces and on any enclosures or backup

documentation. Copies of documentation attached to invoices shall reflect Contractor's charges for the specific services billed on those invoices. Invoices shall be mailed to County at the following address:

County of El Dorado
Health and Human Services Agency
2900 Fair Lane Court
Placerville, CA 95667

F. Financial Statements and Reports

The County may require that the Cal Tahoe submit an income statement or financial statement for any contract year during the term of the Contract. The income and financial statements shall be in compliance with California Government Code section 6505 and in a format acceptable to the County and shall be certified by a Certified Public Accountant that has direct responsibility for financial aspects of Cal Tahoe's operations under the County contract. It is understood that the County may conduct audits to verify these statements and make them available to other parties as deemed appropriate and Cal Tahoe shall fully cooperate with any County audit.

Cal Tahoe shall also comply with such other miscellaneous reporting requirements as may be specified by the County, provided that these additional reporting requirements shall not be unreasonable or excessively cumbersome to Cal Tahoe.

G. Annual Audit

Cal Tahoe acknowledges and agrees that County is responsible for conducting/obtaining annual audits of Cal Tahoe's books and records. Cal Tahoe agrees to assist administratively in procuring a Certified Public Accountant (CPA) upon County's request. Each audit period shall be July 1 through June 30 for the term of this contract. For each annual audit, a copy of the audit, together with any findings of deficiencies and recommended corrective action from the auditor, shall be submitted to HHSA no later than March 31st of each year. HHSA shall forward the audit documents to the County Auditor-Controller and to the Board of Supervisors for receipt and filing. In the event corrective action is necessary, Cal Tahoe shall, simultaneously with the submission of the audit documents, submit its corrective plan to correct any and all existing deficiencies, and to implement action to protect against future such deficiencies. Within forty-five (45) days of submission of the audit documents and Cal Tahoe's corrective plan to HHSA, County will notify Cal Tahoe if further Cal Tahoe action to implement corrective action is required. Cal Tahoe shall fully cooperate with any County audit.

G. Accounts Receivable/Billing

County shall manage all accounts receivable associated with this Contract. Cal Tahoe shall not engage in any billing activity associated with services provided by this Contract.

5) Section VIII – General Contract Requirements, Article XV – Notice to Parties, shall be amended in its entirety to read as follows:

Article XV – Notice to Parties

All notices to be given by the parties hereto shall be in writing and served by depositing same in the United States Post Office, postage prepaid, Certified, Return Receipt Requested.

Notices to County shall be in duplicate and addressed as follows:

**COUNTY OF EL DORADO
HEALTH AND HUMAN SERVICES AGENCY
3057 BRIW ROAD
PLACERVILLE, CA 95667
ATTN: CONTRACTS UNIT**

And

**COUNTY OF EL DORADO
EMERGENCY MEDICAL SERVICES AGENCY
2900 FAIRLANE COURT
PLACERVILLE, CA 95667
ATTN: EMS AGENCY ADMINISTRATOR**

or to such other location as County directs.

Notices to Cal Tahoe shall be addressed as follows:

**CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY
2211 KEETAK STREET
SOUTH LAKE TAHOE, CA 96150
ATTN: EXECUTIVE DIRECTOR**

or to such other location as Cal Tahoe directs.

6) Appendix B is hereby amended and replaced in its entirety by Appendix B – Amendment IV, attached hereto and incorporated herein.

- 7) Appendix E is hereby amended and replaced in its entirety by Appendix E – Amendment IV, attached hereto and incorporated herein.

Except as herein amended, all other parts and sections of that Contract #017-111-P-E2011 and any amendments thereto shall remain unchanged and in full force and effect.

REQUESTING CONTRACT ADMINISTRATOR CONCURRENCE:

By: Richard W. Todd Dated: 6-6-2017
Richard Todd, EMS Agency Administrator
Contract Administrator

REQUESTING DEPARTMENT HEAD CONCURRENCE:

By: Patricia Charles-Heathers Dated: 6-6-17
Patricia Charles-Heathers, Ph.D., Director
Health and Human Services Agency

IN WITNESS WHEREOF, the parties hereto have executed this Fourth Amendment to that Contract for Services #017-111-P-E2011 on the dates indicated below.

--COUNTY OF EL DORADO--

Dated: 6/27/2017

By: 

Shiva Frentzen, Chair
Board of Supervisors
"County"

ATTEST:

James S. Mitrisin
Clerk of the Board of Supervisors

By: 

Deputy Clerk

Dated: 6/27/2017

CALTAHOE

By: 

Robert Bettencourt, Chairman
Board of Directors
"Cal Tahoe"

Dated: 6-8-17

ATTEST:

By: 

Board Secretary

Dated: 6-12-17

JA

COUNTY OF EL DORADO

HEALTH & HUMAN SERVICES

Don Ashton, M.P.A.
Director

Public Health Division
Chris Weston
Deputy Director

931 Spring Street
Placerville, CA 95667
530-621-6100 Phone / 530-295-2501 Fax

1360 Johnson Boulevard, Suite 103
South Lake Tahoe, CA 96150
530-573-3155 Phone / 530-541-8409



BOARD OF SUPERVISORS

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June 24, 2015

Ryan Wagoner, Executive Director
Cal Tahoe Emergency Services Operations Authority
2211 Keetak Street
South Lake Tahoe, CA 96150

Subject: Annual Evaluation for Extension of Ambulance Service Contract

Dear Mr. Wagoner:

Per the stipulations of your Contract with the County of El Dorado for ALS Ambulance Services, Section VIII: General Contract Requirements, Article VI – Term and Renewal Provisions, the annual evaluation has been completed by the EMS Agency Medical Director, and it is his recommendation to extend your Contract for services to El Dorado County for an additional three years (until August 31, 2019). I am happy to inform you that your organization has exceeded the numerical criteria score required to continue services to the County, and I am in concurrence with the EMS Agency staff recommendation. Per the terms of the contract, I hereby approve an extension to your Contract for three additional years. A copy of the EMS Medical Director's review is attached.

I would like to take this opportunity once again to commend you on the ALS Ambulance system you have developed and your hard work to continue to improve your services. The citizens of El Dorado County are well served by your efforts.

Sincerely,

Don Ashton, Director
Health & Human Services Agency

Cc. County Counsel
Lori Walker, Chief Fiscal Officer
Christopher Weston, Public Health Deputy Director

COUNTY OF EL DORADO

HEALTH & HUMAN SERVICES

Don Ashton, M.P.A.
Director

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June 24, 2015

Don Ashton, Director
Health and Human Services Agency

RE: Cal Tahoe Contract Extension Request

Dear Mr. Ashton:

On February 25, 2015, Executive Director Ryan Wagoner requested three one year contract extensions of the Cal Tahoe Emergency Services Operations Authority (CTESOA) contract. In accordance with the Cal Tahoe contract for service, Section VIII, Article VI, the following evaluation was conducted by the EMS Agency Medical Director. The following is the medical director's report, evaluating those services based on Article VI: Term and Renewal Provisions, for your consideration and review.

Response Time Performance

The contract defines quantitative minimum standards for response time. This is reviewed in monthly and quarterly reports. Compliance times for contract year 1, 2, and 3, are listed below:

Year	Total Medical Calls	Total Late Calls	Percentage of Late Calls	Percentage of on-time Calls	Total Non-transports	Total Transports
2011-2012	2,592	52	2.01%	97.99%	373	2,219
2012-2013	2,764	42	1.52%	98.48%	297	2,467
2013-2014	2,806	50	1.78%	98.22%	241	2,565
Average	2,721	48	1.77%	98.23%	304	2417

From September 1, 2011 through August 31, 2014, the average percentage of on-time calls was 98.23%. The on-time compliance for each of the three years was well above the 90% requirement identified in the contract. This performance is excellent.

Score: 5.0

Recommendation: Continue to strive for 100%. Continue the strong reporting and communicating relationship with the EMS agency and ensure exception reports and monthly response report are submitted timely.

Certification, Qualifications, & Training

All Cal Tahoe medics are certified in ACLS, PALS or PEPP, and BTLS or PHTLS. The CTESOA ALS Service Agencies provided annual refresher training in ACLS, PALS, PHTLS and extensive 12 lead cardiac monitor training. Over 90 hours of in-house training were presented to Cal Tahoe medics over the course of the last three contracted years. The JPA is also working to advance a STEMI program to reduce transport time to a contracted catheter lab. Additionally, the CTESOA partner with Barton Hospital annually to provide update training on county protocols and continues to sponsor Base Station continuing education training classes. Dispatch at the City of South Lake Tahoe Police Department has all dispatchers EMD certified. Training at each department is on-going and logged internally. The CTESOA was also very instrumental in the development and execution of a large scale MCI drill in 2014 where all CTESOA medic units were unitized.

Score: 4.0

Recommendation: Continue to support medics and dispatchers in their commitment to maintain professional excellence through ongoing certifications and training.

Quality Improvement Process

The EMS Agency observed leadership changes at the Executive Director level, the ALS Service Agency level and at Barton Memorial Hospital (BMH). During the course of the last three years of service, the City of South Lake Tahoe Fire Department, Lake Valley Fire Protection District, and BMH have been an integral part of the monthly Medical Advisory Meetings (MAC) and Continuous Quality Improvement Committee CQIC meetings. Both ALS Agencies and BMH have submitted and updated their CQI Plan in accordance with CCR 22 § 100402 and § 100403 and assisted in the development and review of the EMS Agency CQI Plan for 2105. Currently all Paramedics with both agencies are utilizing the EMS Agency Paramedic Accreditation Training System (PATs).

Score: 4.0

Recommendation: Continue the excellent progress in CQI and compliance with state guidelines. Leadership is strongly recommended to support paramedic active participation in county-wide CQI, not merely faxing the report. Consider requiring paramedic attendance/participation in 50% of CQIC meetings held in Placerville and South Lake Tahoe.

Policy & Procedure/Protocol Compliance

CTESOA worked cooperatively with the EMS Agency and the CSA #7 Emergency Services Operations Authority (West Slope JPA) to create more consistency in the delivery of EMS across the county. This was evident in the form of working toward standardizing the CQI process for the entire county and the review and development of policies through the Medical Advisory Committee. The CTESOA also established an ambulance sharing agreement with CSA #7 JPA. Additionally, monthly reports from the fire department and dispatch CQI representatives measure high compliance with the county's EMS policies, procedures, and protocols.

Score: 4.0

Recommendation: Continue to support the excellent field care rendered by paramedics. Support time spent by CQIC representatives to attend meetings and present cases of concern and excellence. Reward participation in CQIC and base station/educational offerings. Encourage CQIC participation with the Dispatch center to provide a CQI point of contact and a monthly call review report.

Teamwork and Leadership

In 2012, the Executive Director, Bryan Pond was replaced by Tony Gasporra. In 2014, Tony Gasporra was replaced by Ryan Wagoner. During the transition of the CTESOA Executive Director position over this evaluation period, all three executive directors have worked closely with the Health and Human Services Agency in resolving problems and maintaining strong lines of communication. The Fire Chiefs for both ALS Service Agencies and Dispatch have demonstrated a real commitment to excellence in partnering with the JPA and the EMS Agency. Through all the changes in leadership, patient care in the Cal Tahoe pre-hospital arena continued to be delivered with excellence and professionalism. Additionally, the JPA Service Agencies have actively participated in meetings such as the Medical Advisory Committee, Paramedic Advisory Committee, Continuous Quality Improvement Committee, preseason ski area meetings, meetings pertaining to the EMS responses to Alpine County, meetings involving the EMS Air Ambulance providers, the Base Hospital and consistently contributed to improving the effectiveness of the EMS System in El Dorado County. Base Station meetings are conducted six times per year as a joint educational venture between Tahoe Douglas Fire, South Lake Tahoe Fire, Lake Valley Fire and the nurses at Barton Memorial Hospital. It should also be noted that Paramedic/Firefighter Kim George, with the City of South Lake Tahoe Fire Department, is the Chair of the Continuous Quality Improvement Committee for El Dorado County and actively participates in the Paramedic Advisory Committee.

Score: 4.5

Recommendation: Continue to support strong leadership in Dispatch. Continue to foster collaboration among fire chiefs, EMS Agency, Barton Hospital, ski resorts, and Air Ambulance provider agencies. Invite basic providers into the team approach with evidence of their participation in CQI and training evolutions. Establish and maintain a close working relationship with the EMS Agency in the development of a new Electronic Prehospital Care Report (EPCR) system.

Summary

The average numerical score of this evaluation: 4.3, is above the minimum performance of 3.0 stated in the contract. This score represents consistency in performance largely due to the collaborative efforts by the CTESOA and both ALS Service Agencies to address and resolve a multitude of concerns over the past three years. I recommend granting this request of a three year contract extension. Cal Tahoe Emergency Services Operations Authority has successfully undergone much change while maintaining commitments to excellence, public safety, and service. They should be able to remain successful under the direction of the EMS Agency Medical Director well into the future.

Sincerely,



David Brazzel, M.D.
EMS Agency Medical Director

El Dorado County Emergency Medical Services Agency
2900 Fair Lane Court
Placerville, CA 95667



CONTRACT # 4238

for

PREHOSPITAL ADVANCED LIFE SUPPORT, AMBULANCE AND
DISPATCH SERVICES

Between

County of El Dorado
and

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS
AUTHORITY

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AGREEMENT FOR SERVICES #
Prehospital Advanced Life Support and Dispatch Services

THIS AGREEMENT is made and entered into by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "County") and California Tahoe Emergency Services Operations Authority, whose principal place of business is 2211 Keetak Street, South Lake Tahoe, CA 96150 , (hereinafter referred to as "Operations Contractor");

RECITALS

WHEREAS, County desires to ensure that when persons in the County of El Dorado request, or have dispatched, prehospital Advanced Life Support service, be it for an emergency, special event, or for routine medical transportation, they will receive a consistent level of service that meets or exceeds the minimum acceptable standards as established by the Health and Safety Code, Division 2.5; California Code of Regulations, Title 22, Division 9; the California Emergency Medical Services Authority; and the County of El Dorado Emergency Medical Services Agency; and

WHEREAS, County Service Area No. 3 (CSA 3), was duly organized pursuant to the provisions of Section 25210.1 et seq., of the Government Code of California, to make available to the property owners and residents ambulance services within that area; as authorized by Section 25210.4 (a)(8); and

WHEREAS, County desires to contract with Operations Contractor for the provision of Prehospital Advanced Life Support ambulance services and dispatch services; and

WHEREAS, Operations Contractor has represented to County that it is specially trained, experienced, expert and competent to perform the special services required hereunder and County has determined to rely upon such representations; and

WHEREAS, it is the intent of the parties hereto that such services be in conformity with all applicable federal, state and local laws; and

WHEREAS, County has determined that providing ambulance services through an Operations Contractor is in the public's best interest, and that these services are more economically and feasibly performed by outside independent contractors as well as authorized by El Dorado County Charter, Section 210 (b) (6) and/or Government Code 31000;

NOW, THEREFORE, County and Operations Contractor mutually agree as follows:

ARTICLE I – DEFINITIONS

- Advanced life support (ALS) means special services designed to provide definitive prehospital 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 emergency medical services 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 or as otherwise defined by the U.S. Department of Health and Human Services, Federal Health Care Finance Administration, and Health and Safety Code § 1797.52.
- Ambulance means a vehicle that is specially constructed, modified or equipped, and used for the purpose of transporting sick, injured, convalescent, infirm, or otherwise incapacitated persons.
- Ambulance arrival at the Emergency Department (ED) - the time ambulance stops at the location outside the hospital ED where the patient will be unloaded from the ambulance.
- Ambulance Billing means a County department/division or contractor authorized by the Board of Supervisors to perform ambulance billing on behalf of the County.
- Ambulance Patient Offload Time (APOT) the time interval between the arrival of an ambulance patient at an ED and the time that the patient is transferred to an ED gurney, bed, chair, or other acceptable location and the emergency department assumes responsibility for care of the patient as defined in Health and Safety Code Section 1797.120. (b).
- Ambulance Service means a licensed person or entity that is specially trained, equipped, and staffed to provide ambulance transportation services, including providing care to ill or injured persons.
- Arrival at the Scene means the moment an ambulance crew notifies the Dispatch Center that it is fully physically stopped (wheels stopped) at the location where the ambulance or medical transportation vehicle shall be parked while the crew exits to approach the patient. In situations where the ambulance has responded to a location other than the scene (e.g., pickup point or staging areas for hazardous scenes), arrival “at scene” shall be the time the ambulance or medical transportation vehicle arrives at the pickup point or designated staging location (wheels stopped). The County EMS Agency Medical Director may require Operations Contractor to log time “at patient” for medical research purposes. However, during the term of this Agreement, “at patient” time intervals shall not be considered part of the contractually stipulated response time.

- Base Hospital means one of a limited number of hospitals that, upon designation by the local EMS agency and upon the completion of a written contractual agreement with the local EMS agency, are responsible for directing the advanced life support system or limited advanced life support system and prehospital care system assigned to it by the local EMS agency in accordance with Health and Safety Code Section 1797.58 and Title 22 Section 100169.
- Basic Life Support (BLS) means the level of service including emergency medical care and transport of injured or ill persons performed by authorized personnel who possess a valid certificate to perform the procedures specified in Health and Safety Code Section 1797.60.
- Cancelled Run means a call that is cancelled prior to making patient contact.
- County means the County of El Dorado, a political subdivision of the State of California. The County of El Dorado Chief Administrative Office through the County of El Dorado Emergency Medical Services Agency is responsible for the direct oversight of prehospital emergency and non-emergency medical care in the County of El Dorado.
- Critical Care Transport (CCT) means a transport during which a patient requires a level of medical care and/or observation that exceeds the standard scope of practice for County accredited paramedics. Such services may be rendered by specially trained and authorized paramedics, or registered nurses, physicians, respiratory therapists, perfusionists, physician's assistants, nurse practitioners or nurse midwives as determined by the physician responsible for the patient and the County EMS Agency Medical Director.
- Critical Care Transport Paramedic means an Emergency Medical Technician-Paramedic (EMT-P) that has been specifically trained and authorized to provide certain critical care services that are beyond the normal scope of EMT-P's working within the County, in accordance with Title 22 Section 100144.
- Dedicated Standby Ambulance, for the purposes of this Agreement, means a fully staffed ambulance committed to provide standby ambulance services during the course of a special event.
- Designated Dispatch Center, for the purposes of this Agreement, means the dispatch agency designated by El Dorado County as the Command Center for the El Dorado County Service Area No. 3 Primary Response Area to dispatch and track requests for emergency medical services within El Dorado County.
- Dry Run means a call that does not result in a patient transport.
- Electronic Prehospital Care Report (ePCR) means an electronic form approved by the County of El Dorado EMS Agency for the purpose of documenting all patient care provided in the County of El Dorado. The ePCR shall also include all required billing information.

- Emergency means a condition or situation in which an individual has a need for immediate medical attention, or where the potential for such need is perceived by emergency medical personnel, a public safety agency, or may reasonably be perceived by any prudent layperson; any sudden or serious illness or injury requiring immediate medical or psychiatric attention under such circumstances in which a delay in providing such services may aggravate the medical condition or cause the loss of life or an unknown situation; furthermore, any case declared to be an emergency by a physician or determined to be an emergency through the use of an Emergency Medical Dispatch system approved by the County of El Dorado EMS Agency Medical Director.
- Emergency Medical Dispatch (EMD) means medical dispatch protocols and pre-arrival instructions approved by the County of El Dorado EMS Agency Medical Director and EMS Agency Administrator, based on the Emergency Medical Dispatch National Standard Curriculum as the standard.
- Emergency Medical Response means responding immediately to any request for ambulance service for an emergency medical condition. An immediate response is one in which the ambulance vehicle responding begins as quickly as possible to take the steps necessary to respond to the call.
- Emergency Medical Service and Medical Transportation Ordinance means an ordinance adopted by the El Dorado County Board of Supervisors that sets the standards and/or definitions for emergency medical services and medical transport; personnel and training requirements; equipment and supply requirements; response times; communication requirements; and medical transportation service requirements. It empowers the El Dorado County Emergency Medical Services Agency through the County Health and Human Services Agency, Public Health Program to issue permits to litter van and wheelchair van transport services, and ALS non-transport services, and enter into contracts with ambulance entities; monitor performance; enforce standards, if necessary; and act in an impartial manner as an arbitrator in matters of citizen complaints.
- Emergency Medical Services (EMS) means the medical services provided in an emergency.
- Emergency Medical Services Agency (EMS Agency) means the administrative agency designated through the Chief Administrative Office by the El Dorado County Board of Supervisors pursuant to Health and Safety Code, Section 1797.200.
- EMS Agency Administrator means the County employee designated by the Chief Administrative Officer to oversee the EMS Agency.
- Emergency Medical Services Aircraft (EMS Aircraft) means any aircraft utilized for the purpose of prehospital emergency patient response and transport. EMS aircraft includes air ambulances and all categories of rescue aircraft.

- Emergency Medical Technician-I (EMT-I) means an individual trained in all facets of basic life support (as defined in Health and Safety Code Section 1797.60) according to standards prescribed in the California Code of Regulations, Title 22, Chapter 2, and who has a valid State of California certificate. This definition shall include, but not be limited to, EMT-I Fire Science (FS) and EMT-I-Ambulance (A).
- Emergency Medical Technician-Paramedic (EMT-P) means an individual who is educated and trained in all elements of prehospital Advanced Life Support; whose scope of practice is to provide Advanced Life Support in accordance with the standards prescribed in the California Code of Regulations, Title 22, Chapter 4; and who has a valid State paramedic license. Paramedics working in El Dorado County must additionally be accredited according to standards established by the County EMS Agency Medical Director.
- Hospital Turnaround Time means the length of time from arrival at hospital to the time that an ambulance or medical transportation vehicle is available to respond to a call.
- Medical Director means the medical director of the County Emergency Medical Services Agency.
- Member Agency means a member agency of the California Tahoe Emergency Services Operations Authority.
- Mobile Intensive Care Nurse (MICN) means a registered nurse who is licensed by the California Board of Registered Nursing and who has been authorized by the medical director of the local County EMS agency as qualified to provide prehospital Advanced Life Support or to issue instructions to prehospital emergency medical care personnel within an EMS system according to standardized procedures developed by the local County EMS Agency.
- Non-dedicated Standby Ambulance, for the purposes of this Agreement, means a fully staffed ambulance that may be posted to a specific locale to be available to provide standby ambulance services during the course of a special event, but may be dispatched to another location at any time.
- Non-emergency call means a situation in which there is no perceived need for immediate action, attention, or decision-making to prevent death or to reduce suffering.
- Part-Time Advanced Life Support (PTALS) means those ALS units that meet every ALS provider requirement except the provision that they be available on a continuous 24-hours-per-day basis. For this level of service, they may not advertise themselves as being approved ALS service, and they may only respond to ALS calls at such times as the staffing and equipment meet ALS standards.
- Physician means an individual licensed by the State as a doctor of medicine or doctor of osteopathy.

- Prehospital Care Report (PCR) means the form approved by the County EMS Agency for the purpose of documenting all patient care provided in El Dorado County. If service entity is providing service under contract with El Dorado County, the PCR shall also include all required billing information.
- Primary Response Area means a geographical area designated by the County as an emergency medical services zone as defined in Appendix A.
- Priority Dispatch means an emergency medical dispatch program that includes an emergency medical dispatch priority reference system, approved pre-arrival instructions, and certified Emergency Medical Dispatchers (EMD's).
- Public Health Officer means the El Dorado County Public Health Officer.
- Registered Nurse means an individual licensed by the State of California Board of Registered Nursing.
- Response Time means the time interval from the Time of Dispatch to Arrival at Scene, as these terms are identified herein.
- Special Event means an event where spectators and/or participants in the event have a potential for illness or injury, or any situation where a previously announced event results in a gathering of persons in one general locale, sufficient in numbers, or engaged in an activity, that creates a need to have one or more EMS resources at the site as defined by EMS Agency Policy issued by the EMS Agency Medical Director.
- System Standard of Care means the most current versions of the County's Emergency Medical Service and Medical Transportation Ordinance, the County of El Dorado EMS Agency Policy and Procedure Manual, and any written directives issued by the County of El Dorado EMS Agency Medical Director.
- Time of Dispatch means the moment that the ambulance or medical transportation entity is first made aware of the call back number, the address of the patient or passenger, and either: (i) in the case of ambulance request the presumptive patient condition as defined by EMD; or (ii) in the case of medical transportation the requested level of service.
- Turn out Time means the time from the moment that the ambulance or medical transportation entity is first provided the call information to the moment that the vehicle leaves its present position to respond to the call (wheels move).
- Unit Hour means a fully staffed and equipped ambulance available for or involved in emergency medical response for one hour.

- Unit Hour Utilization Ratio (UHUR) means a measure of system productivity that is calculated by dividing the number of transports by the number of Unit Hours produced during any specific period of time. For example, if a system operates one unit for 24 hours (24 Unit Hours) and transports 12 patients in that period, its unit hour utilization ratio would be 0.50 (12 (transports) ÷ 24 (Unit Hours) = 0.50 UHUR).

ARTICLE II – GENERAL PROVISIONS

SECTION 2.1- Scope of Services and Standards of Service for Prehospital ALS

Primary Response Area: This Agreement is for dispatch and prehospital Advanced Life Support ground ambulance services for the El Dorado County area known as CSA No. 3, and specifically the Primary Response Area as identified on the appended map (Appendix A). The Operations Contractor shall be responsible for providing prehospital Advanced Life Support ambulance services, including inter-facility transfers, for all requests for ALS ambulance service received from any person or any agency in the coverage area and dispatched through the designated dispatch center.

The Operations Contractor is responsible to respond to 100% of the emergency and non-emergency prehospital Advanced Life Support ambulance calls that are dispatched by the designated dispatch center that originate within the Operations Contractor's Primary Response Area, for the entire population of CSA No. 3 South Shore Area, and a part of Alpine County (specifically, the response areas identified on the maps in Appendix A), except for the "Tahoe West Shore Zone of Benefit" in the County of El Dorado. When all ambulances in service are committed, mutual aid request provisions shall be followed.

EMS Aircraft used for the purpose of prehospital emergency patient response and transported are provided by established public and private operators and will not be the responsibility of Operations Contractor. Additionally, County may grant limited special exceptions to allow the use of specialized critical area ground transportation units if such units provide medically necessary services not provided by Operations Contractor, if such units are operated by receiving facility specialty transport teams, and County determines that granting the exception is in the public interest.

Performance in this Agreement means appropriately staffed and equipped ambulances at the Advanced Life Support level which respond within defined Response Time standards and performance standards pursuant to the requirements established by the County and articulated in this Agreement. Clinical performance must be consistent with approved local medical standards and protocols. The conduct of personnel must be professional and courteous at all times. In the performance of its obligation hereunder, it is agreed that Operations Contractor is subject to medical control or direction of the County.

2.1.1 Emergency Medical Standards and Requirements:

- A. Operations Contractor shall provide prehospital Advanced Life Support ground ambulance service response on a continuous twenty-four (24) hour per day basis, unless otherwise specified by the County EMS Agency, in which case there shall be adequate justification for the exemption, as provided in the California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7, Section 100168.
- B. Operations Contractor shall at all times meet the requirements set forth by the California Highway Patrol; the California Vehicle Code; the State of California Health and Safety Code; the State of California Emergency Medical Services Authority; the California Code of Regulations; the County Emergency Medical Service and Medical Transportation Ordinance; the El Dorado County EMS Agency Policies, Procedures and Field Treatment Protocols; and any and all other applicable laws, statutes, ordinances, regulations, policies, directives, local rules and resolutions regulating prehospital Advanced Life Support services provided under this Agreement (and any changes and amendments to any of them), including but not by way of limitation, personnel, ambulances, equipment, services, and supplies. In the event of any conflicting laws, statutes, ordinances, policies, directives, resolutions, local rules or regulations, the more stringent requirement shall be met.
- C. Operations Contractor, on behalf of itself or a subcontracted responding unit, shall not advertise itself as providing Advanced Life Support ambulance services unless routinely providing Advanced Life Support ambulance services on a continuous twenty-four (24) hour per day basis, as provided in the California Code of Regulations, Title 22, Division 9, Chapter 4, Article 7.
- D. Part-Time ALS (PTALS) units that meet all ALS ambulance service requirements except the provision that the service be available on a 24-hour per day basis may provide part-time service, if the County EMS Agency allows the service to be exempt from this requirement. For this level of ambulance service, the service may not advertise itself as being an approved ALS ambulance service, and they may only provide services at the ALS level at such times as the staffing and equipment meet ALS standards.

2.1.2 System Designations:

- A. The designated Base Hospital provides on-line medical control according to the California Health and Safety Code, Division 2.5, Section 1798.000 through and including Section 1798.104. The designated Base Hospital for County Service Area No. 3 is Barton Memorial Hospital.
- B. The designated Dispatch Center for County Service Area No. 3 is the City of South Lake Tahoe Dispatch Center. Operations Contractor shall respond to requests for prehospital Advanced Life Support services from the designated Dispatch Center.

- 2.1.3 System Status Management: Operations shall implement services under this Agreement as a part of the emergency medical response system within the designated Primary Response Area, and adhere to a System Status Management Plan developed by the Operations Contractor and reviewed by the County EMS Agency. Such plan shall be in place at all times during the term of this Agreement. Operations Contractor shall submit to the County EMS Agency for review and approval any proposed material or permanent changes to the System Status Management Plan at least fifteen (15) days in advance of implementation of any proposed changes. County shall not unreasonably withhold approval. Approval shall be in writing.

When an individual works in excess of the consecutive hours allowed by the Operations Contractor's approved System Status Management Plan, an exception to the System Status Management Plan may be requested by submitting the request in writing to the Contract Administrator. Similarly, when an individual is not allowed at least twelve (12) consecutive hours off immediately following any four (4) 24-hour periods worked, an exception may be requested by submitting the request in writing to the Contract Administrator.

- A. The maximum Unit Hour Utilization Ratio (UHUR) for 24-hour ambulance transport unit crews shall not exceed 0.40 continuously without County approval. County shall review the System Status Management Plan any time the ratio of transports to unit-hour production exceed 0.40 UHU, and may recommend remedial corrections to the Plan. Operations Contractor may notify County at any time Operations Contractor deems UHU levels necessitate a review of the System Status Management Plan.

- 2.1.4 Changing Service Demand Levels: In the event that the service demand level significantly changes during the period of the Agreement, and such change requires the Operations Contractor to materially adjust the amount of ambulance coverage, the County and Operations Contractor shall negotiate in good faith to determine whether revisions to the Agreement are appropriate and necessary to address the change in service demand levels. The Operations Contractor shall not increase or decrease the service coverage without written consent of the County.

- 2.1.5 Emergency Medical Service Requirements:

- A. Ambulances shall transport each patient in need of or requiring transport to the designated Base Hospital or as directed by on-line medical control at the Base Hospital.
- B. Operations Contractor shall promptly respond with an ambulance to the emergency call, or schedule a time to respond that is acceptable for non-emergency calls, and shall complete that run, unless diverted by the designated Dispatch Center pursuant to the Operations Contractor's System Status Management Plan

- C. Ambulance crew shall notify the designated Dispatch Center when en route, upon arrival at scene, upon departure from scene, upon arrival at hospital, and upon departure from hospital. Ambulance crew shall notify the designated Dispatch Center when they are committed to a call, out of service, back in service after an out-of-county trip, or when any other status change occurs.
 - D. Operations Contractor shall not cause or allow its ambulances to respond to a location without receiving prior approval to respond from the designated Dispatch Center for such service at that location. Ambulance crew shall immediately notify the designated Dispatch Center to be assigned to an incident in any circumstance involving an emergency response at a location not previously approved by the designated Dispatch Center.
 - E. In the event that an ambulance is unable to respond to a request for ambulance service, the ambulance crew shall immediately notify the designated Dispatch Center.
 - F. Ambulance crew shall notify the Base Hospital and give a report on patient status, treatment given, and estimated time of arrival. Operations Contractor shall ensure that prehospital personnel shall communicate current and ongoing patient assessments to the Base Hospital, and collaborate with Base Hospital in the provision of care, and follow physician or MICN direction as instructed.
 - G. Operations Contractor shall ensure that personnel are familiar with local geography throughout the Primary Response Area.
 - H. Operations Contractor shall allow inspections, site visits, or ride-alongs at any time by county EMS Agency staff, with reasonable notice, for purposes of Agreement compliance and medical quality assurance. This section does not override County's rights and responsibilities under Title 22 to perform unannounced site visits. County will respect any applicable due process in regard to employee rights when conducting an investigation.
 - I. County does not prohibit ambulance personnel from engaging in other emergency-related activities such as fire suppression or high-angle rescue if and only if it does not detract from or delay system-wide ambulance availability.
- 2.1.6 General Provisions
- A. County and Operations Contractor agree that County shall bill patients for all ALS services provided by this Agreement.
 - B. County shall own and manage all accounts receivable associated with this Agreement. The Operations Contractor shall not engage in any billing activity associated with services provided by this Agreement.

- C. County shall bill patients for ALS services based on the most current adopted Ambulance Rate Schedule approved by Resolution of the El Dorado County Board of Supervisors as shown in Appendix B, incorporated herein and made a part hereof, and as amended from time to time.

2.1.7 Personnel Requirements:

- A. Operations Contractor shall maintain a minimum staffing level of not less than one (1) EMT-1 and one (1) EMT-Paramedic for each in-service Ambulance.
- B. Operations Contractor shall ensure that all Paramedic personnel are licensed by the State of California and accredited with the County EMS Agency. Operations Contractor shall ensure that EMT-I and EMT-P personnel are certified in El Dorado County. Personnel whose certification/accreditation has lapsed shall not be allowed to provide prehospital care within El Dorado County until they have met all requirements to bring current their certification/accreditation. Operations Contractor shall ensure compliance with all EMT-I and EMT-P regulations from the State of California Health and Safety Code, Division 2.5, and Title 22, Division 9, and ensure that the County EMS Agency Policies, Procedures, and Field Treatment Protocols are followed. For each new employee, Operations Contractor shall provide a copy of such records of certification and/or accreditation to the County EMS Agency.
- C. In the case of Critical Care Transport (CCT) Ambulance, each CCT ambulance shall be staffed with a minimum of one EMT-I and one registered nurse qualified at the appropriate level or a physician to provide critical care during transport, as agreed upon by the sending hospital. Each ambulance shall be equipped with appropriate medical equipment and supplies.
- D. Operations Contractor shall ensure that the medical certification and/or accreditation level of all personnel be available on request. Said identification shall be worn as deemed operationally necessary.
- E. Operations Contractor shall ensure that all personnel are physically and mentally fit to serve in the prehospital care capacity. No personnel shall use intoxicating substances while on duty, nor be under the influence of any such intoxicating substances while on duty.
- F. Operations Contractor shall maintain records of all EMS training, continuing education and skills maintenance as required by the County EMS Agency. Operations Contractor shall provide to the County EMS Agency specific records upon request.
- G. Operations Contractor shall provide a single point liaison to County for communication regarding Agreement fulfillment. In the event that the single point liaison is unavailable, Operations Contractor's communication chart shall be utilized.

- H. The Operations Contractor shall designate an on-duty or on-call management or supervisory staff, available at all times, who is authorized to act on behalf of the Operations Contractor in all operational matters. The dispatch agency shall at all times be advised and have available the contact information for the designated staff.
 - I. Operations Contractor Executive Director shall notify the County EMS Agency in advance regarding his/her scheduled absence for vacation, extended illness, or other extended leave of absence.
 - J. Operations Contractor shall maintain good working relationships with fire agencies; first response agencies; law enforcement; base hospitals; County EMS Agency; and City and County staff.
 - K. Operations Contractor shall ensure professional and courteous conduct at all times from all personnel, office personnel, field supervisors, middle management, officers, and executives.
 - L. Operations Contractor shall ensure safe and sanitary living quarters for on-duty personnel.
- 2.1.8 Equal Opportunity Employer: The Operations Contractor shall be an equal opportunity employer and shall be committed to an active Equal Employment Opportunity Program (EEOP). It shall be the stated policy of the Operations Contractor that all employees, personnel and applicants shall receive equal consideration and treatment in employment without regard to race, color, religion, ancestry, national origin, age (over 40), sex, marital status, medical condition, or physical handicap.

All recruitment, hiring, placements, transfers, and promotions shall be on the basis of individual skills, knowledge and abilities, regardless of the above identified basis. All other personnel actions such as compensation, benefits, layoffs, terminations, training, etc., shall also be administered without discrimination. Equal employment opportunity shall be promoted through a continual and progressive EEOP. The objective of an EEOP is to ensure nondiscrimination in employment and, wherever possible, to actively recruit and include for consideration for employment minorities, women and the physically handicapped.

2.1.9 Training Requirements:

- A. Operations Contractor shall provide qualified paramedic personnel to be Field Training Officers (FTO's) to instruct and accredit paramedics who are new to the system or who are in an approved paramedic internship program. FTO's shall provide orientation to El Dorado County EMS Policies, Procedures, Protocols, Trauma Plan, EMS Plan, EMS radio communication and Base Station and receiving hospitals. FTO's shall provide training in any optional scope of practice procedure currently in effect in El Dorado County. Operations Contractor shall ensure that FTO's shall be allowed to attend meetings and/or training pertinent to the El Dorado County EMS system. The County EMS Agency Medical Director shall approve all El Dorado County FTO's.
- B. Operations Contractor shall require that among the subcontracting organizations which provide ambulance service, there shall be appointed at a minimum a combined total of no fewer than four (4) Field Training Officers (FTO's), approved by the County EMS Agency Medical Director, to provide accreditations, internships, field training, and quality improvement functions. Operations Contractor shall notify the County EMS Agency Medical Director when less than four FTO's are available.
- C. Operations Contractor shall agree to participate in EMS system components that include paramedic, nurse and trainee field observations including ride-alongs, disaster drills, and continuing education programs, even if such persons are employed by the Operations Contractor.

2.1.10 Community Education Plan: County desires that Operations Contractor take significant steps to improve access to the 9-1-1 system and participate in community education programs emphasizing preventative health care. These programs are to be made available to schools and community groups. It is County's expectation that Operations Contractor will plan such programs working collaboratively with County and other public safety and EMS-related groups, such as the American Heart Association and the American Red Cross. Operations Contractor's Community Education Plan shall reflect the goals of the County to include participation in EMS Week activities, and the provision of at least 24 hours of public relations events per year (in addition to events that are provided on a non-dedicated basis). Public Relations hours, at Operations Contractor's option, may be provided by in-service units/personnel. All programs shall be approved by County.

2.1.11 Quality Improvement/Quality Assurance:

- A. Operations Contractor shall participate in all quality improvement/quality assurance activities promulgated by the County EMS Agency, and shall appoint appropriate personnel to serve on prehospital and disaster committees, as needed. These committees and/or activities shall include, but are not limited to, Continuous Quality Improvement Committee (CQIC), Medical Advisory Committee (MAC), Paramedic Advisory Committee (PAC), peer review, post incident critiques, and other related activities and committees. Operations Contractor shall be fiscally responsible for staff's participation time.

- B. The Operations Contractor shall have and maintain a comprehensive internal medical and operational quality assurance program. This program shall include, but not be limited to: peer review of medical charts, security procedures for controlled substances, maintenance of controlled substance logs, verification of daily vehicle and medical equipment checks, and other operational policies directly related to quality of clinical care.
- C. The Operations Contractor shall cooperate fully in supplying all requested documentation to both the Base Hospital and the County EMS Agency, and shall participate fully in all quality assurance programs mandated by the County.
- D. The Operations Contractor shall ensure subcontracts with ALS service agencies shall comply with EMS System Quality Improvement requirements in accordance with Title 22, Chapter 12, Article I, Section(s) 100401 and 100402.

2.1.12 Response Time Standards:

- A. Response Time Definition: For purposes of Operations Contractor performance and monitoring, Response Time is defined as set forth in ARTICLE I – DEFINITIONS above.
- B. Responses to requests for emergency ambulance service originating from within the Primary Response Area must meet the following Response Time standards (Response Areas are defined in Appendix A).
- C. Maximum Response Times
For emergency ambulance responses, the Operations Contractor shall be required meet the following maximum response time(s):

Priority	Urban	Semi-Rural	Rural	Wilderness
1	10:00	20:00	20:00	90:00
2	12:00	22:00	22:00	90:00
3	15:00	25:00	25:00	90:00
4	On time*	30:00	60:00	90:00
5	60:00	60:00	90:00	N/A
6	30:00	45:00	N/A	N/A

*On time means arriving at the scheduled time.

Response priorities are defined according to a standard presumptive priority dispatch protocol approved by the County EMS Agency Medical Director. The protocols currently in use were obtained from Medical Priority Dispatch Systems and will be made available to Operations Contractor upon request. For the purpose of response time calculations, responses are prioritized according to the following table:

Priority	Definition
1	Life Threatening Emergencies
2	Non-Life Threatening Emergencies
3	Urgent (Or Emergency Transfer From Healthcare Facility)
4	Scheduled Transfer (4-hour Advance Notification)
5	Unscheduled Transfer
6	Critical Care Transport

For every call in every presumptively defined priority not meeting the specified response time criteria, Operations Contractor will submit a written report, at least monthly, in a format approved by County and the County EMS Agency Medical Director, documenting the cause of the late response and Operations Contractor efforts to eliminate recurrence.

In the case of non-emergency Priority 6 requests for service, Operations Contractor may contact the requesting agency to establish a reasonable, scheduled time of arrival. Operations Contractor will either directly provide or subcontract for any clinical staff required to provide critical care transports. Operations Contractor shall, in any subcontract assure that patients and their responsible parties are not separately billed by any subcontractor for staffing, equipment supplies or services provided on critical care transports.

In the case of non-emergency Priority 4, 5 & 6 transports that will exceed 90 miles of loaded patient travel, Operations Contractor may require a 4-hour advance notice before beginning the response in order to call in adequate staff.

When Operations Contractor's capability to provide 9-1-1 emergency response services within the Primary Response Area is compromised due to a drawdown of regularly scheduled resources within the Primary Response Area, Operations Contractor may request mutual aid for Priority 4, 5, & 6 transports exceeding 150 miles of patient-loaded travel, in accordance with Operations Contractor's approved System Status Management Plan.

In cases in which Priority 4, 5, & 6 transports exceeding 90 miles of loaded patient travel are requested, the County EMS Agency may require preauthorization or payment guarantees prior to acceptance of each transport. Operations Contractor and the County EMS Agency shall cooperate as needed to establish procedures for these transports.

In the event that Operations Contractor is unable to meet the established maximum response time for any Priority 3, 4, 5 or 6 request for service, Operations Contractor will contact the Dispatcher to provide an updated estimated time of arrival. The Dispatcher will then provide to the requestor of service a reasonable estimate of the time that the unit will arrive and the reason for the delay.

D. Each Incident a Single Response

Each incident will be counted as a single response regardless of the number of units that respond. The response time of the first arriving ALS ambulance capable of transport will be used to compute the response time for the incident.

E. Response Time Audit Trail

Operations Contractor will maintain a system to assure a complete audit trail for all response times and assure COUNTY and the COUNTY EMS Agency Medical Director access to the response time data at any time to assure compliance and to calculate penalties.

F. Response Time Compliance

Operations Contractor shall be compliant with the response time reliability requirements, achieving 90% or better performance for each priority for the entire term of this Contract and any extensions thereto.

G. Mechanical Breakdown: If an ambulance has a mechanical breakdown en route to a call, the response time shall be measured from the time the designated Dispatch Center receives a request to dispatch another ambulance unit to the time that the replacement ambulance arrives on scene, which is the time that an ambulance comes to a physical stop at an emergency scene, pick up point, or designated staging area for hazardous scenes (wheels stopped).

H. Response Time Exceptions: The exception shall have been a substantial factor in producing a particular excessive response time. Good cause for an exception as determined in the sole discretion of the County may include but not be limited to the following;

- i. Disaster and mutual aid situation (mutual aid shall not be chronically used to avoid response time requirements);
- ii. Additional units responding to large multi-casualty incident situations requiring more than two ambulances;
- iii. Incorrect or inaccurate dispatch information received at a 9-1-1 PSAP, public safety agency or other direct source;
- iv. Material change in dispatch location;
- v. Unavoidable communications failure;
- vi. Inability to locate address due to non-existent address;
- vii. Inability to locate patient due to patient departing the scene provided that the unit has arrived at the originally dispatched location within the response time standard;
- viii. Delays caused by extraordinary adverse traffic conditions;
- ix. Delays caused by road construction and/or closure;
- x. Unavoidable delays caused by off-paved-road locations;
- xi. Severe weather conditions including dense fog, snow or ice;

- xii. Delays attributable to the County and not due to the Operations Contractor including an inventory audit;
- xiii. Delays attributable to geographic location;
- xiv. Delays attributed to limited or controlled access to patient locations;
- xv. Non-emergency Calls dispatched as "Code 2" (i.e., no red lights or siren) per Emergency Medical Dispatch (EMD) protocols;
- xvi. Delays where the ambulance is dispatched to a staging location until the scene has been secured by law enforcement units.
- xvii. Delays attributable to simultaneous prior commitments:
 - a. Requests for Priority 1, 2 and/or 3 service when two (2) or more units are simultaneously engaged in Priority 1, 2, and/or 3 calls at moment of dispatch. (For example: When two (2) units are concurrently unavailable due to their commitments to Priority 1, 2 and/or 3 calls, the third (3rd) and/or fourth (4th) request for Priority 1, 2 and/or 3 service will be exempt from response time compliance.)
 - b. Requests for Priority 4, 5 and/or 6 service when two (2) or more units are simultaneously engaged in any call at moment of dispatch. (For example: When two (2) units are concurrently unavailable due to their commitments to any type of call, a request for Priority 4, 5 and/or 6 service will be exempt from response time compliance.)

The parties agree to annually reevaluate, on the anniversary date of execution of this Contract, these exceptions from response time requirements. At any time that the use of any exception makes a difference in contractual response time compliance of five percent (5%) or more for two months in a row, County may initiate a review of Operations Contractor's performance..

- I. Response Time Measurement for Primary Response Areas: The response time measurement methodology employed can significantly influence operational requirements of the EMS system. The following methodology will be used throughout the Agreement to measure Response Times.

- i. Time Intervals

For the purposes of this Agreement, Response Times for transport-capable ALS ambulances will be measured from the Time of Dispatch to Arrival at the Scene as those terms are defined in Article I titled "Definitions," above. For scheduled non-emergency (Priority 4) requests, "scheduled time of pick up" will be substituted for "time call received."

Arrival at incident means the moment an ambulance crew notifies the Dispatch Center that it is fully stopped at the location where the ambulance shall be parked while the crew exits to approach the patient. In situations where the ambulance has responded to a location other than the scene (e.g., staging areas for hazardous scenes), arrival "at scene" shall be the time the ambulance arrives at the designated staging location. The County EMS Agency Medical Director may require Operations Contractor to log time "at patient" for medical research purposes. However, during the term of this Contract, "at patient" time intervals shall not be considered part of the contractually stipulated response time.

In instances when the ambulance fails to report "at scene" to the Dispatch Center, the time of the next communication between the Dispatch Center and the ambulance will be used as the "at scene" time. However, Operations Contractor may appeal such instances when it can document the actual arrival time through other verifiable means such as arrival times captured by Automated Vehicle Locator (AVL) position reporting data, provided the data shows the time that the ambulance actually arrived/parked (wheels stopped) at the location where the ambulance or medical transportation crew exited to approach the patient and does not automatically show an arrival prior to stopping.

J. Upgrades, Downgrades and Reassignments

i. Upgrades

If an assignment is upgraded prior to the arrival on scene of the first ALS ambulance (e.g., Priority 2 to Priority 1), Operations Contractor's compliance with Agreement standards and penalties will be calculated based on the shorter of:

- Time elapsed from initial Time of Dispatch to time of upgrade plus the higher priority response time standard, or
- The lower priority response time standard.

ii. Downgrades

Downgrades may be initiated by first responders. If an assignment is downgraded prior to the arrival on scene of the first ALS ambulance, Operations Contractor's compliance with Agreement standards and penalties will be calculated based on:

- If the unit is downgraded before it would have been judged late under the higher priority standard and the request by a first responder to reduce the ambulance to "Code 2" (i.e., non-emergency) is documented by CAD records, no late penalty will be assessed.
- If the unit is downgraded after the unit would have been judged "late" under the original response area time standard, Operations Contractor's compliance and any penalties will be calculated on the response time standard applicable to the initial priority assigned by communications.

iii. Reassignment En Route

If an ambulance is reassigned en route or turned around prior to arrival on scene (e.g., to respond to a higher level Code request), Operations Contractor's compliance and penalties will be calculated based on the response time standard applicable to the time of reassignment of the final response area assigned by communications.

K. Response Times Outside of Primary Response Areas: Operations Contractor may respond outside Primary Response Area as defined in Appendix A. These calls are treated as Remote Area (Wilderness). Operations Contractor will not be held accountable for emergency or non-emergency response time compliance for any assignment originating outside of the defined service areas. Responses to requests for service outside of the service areas will not be counted in the total number of responses used to determine compliance.

L. Penalties and Incentives for Response Time Requirements: County understands that isolated instances may occur in which Operations Contractor does not meet the stated performance specifications. Minor violations of these requirements will result in performance penalties that will be deducted from Operations Contractor's payment. However, chronic failure to comply with the response time standards may constitute default of the Agreement.

For purposes of calculating non-performance penalties, a fraction of a percent is to be rounded down to the whole percentage point. For example, any area of transport achieving 89.9% will be determined to be 89% compliant and subject to penalty because it failed to achieve the 90% reliability threshold.

i. Non-performance Penalties

The following deductions will be applied when system-wide response time compliance for urban, semi-rural, rural, and wilderness transports falls below 90% for any given month:

Response Time Compliance	Penalty Deduction
89%	\$ 1,000
88%	\$ 2,000
87%	\$ 3,000
86%	\$ 4,000
85% and below	\$ 5,000

Failure to meet response time criteria for three (3) consecutive months or for four (4) months in any Agreement year (July 1-June 30) will constitute a major breach and may result in removal of Operations Contractor.

ii. 100 Transport Rule

For the purpose of determining compliance with response time requirements within the service areas each month, the following method will be used. For every month in which 100 or more urban, semi-rural, rural, and wilderness transports originate within the service areas, 90% compliance is required for the calendar month. However, for any month within which fewer than 100 transports originate in any service area, compliance will be calculated using the last 100 sequential transports for that area.

For example, if the service areas produce 105 urban transports and 89 rural transports during a single month, Operations Contractor will be required to meet 90% compliance for the month for urban, while rural will be subject to the 100 transport rule.

Should Operations Contractor be determined to be subject to non-performance penalties for failure to meet 90% compliance within a service area under the 100 transport rule, Operations Contractor will not be subject to another non-performance penalty for that area until at least 25 additional transports have originated within that service area. If more than one month passes before 25 additional transports occur, and Operations Contractor is still out of compliance under the 100 transport rule at the end of the month in which the 25th transport occurred, it will be considered a consecutive failure to meet the criteria. Three or more such consecutive failures during any 12 month period (i.e., months within which the last 25th transport measurement occurred) will be defined as a major breach.

The above deductions will be assessed each month. For purposes of assessing non-performance penalties, monthly response times will be reported without decimals (a fraction of a percent is to be rounded down to the whole percentage point e.g., a monthly performance of 89.9% will be reported as 89%).

iii. Incentive for Superior Response Time Performance

For any year in which the Operations Contractor has been assessed any non-performance penalties for one or more areas of service, and in which, at the end of the Agreement year, it achieves at least 92% compliance for the entire year for each of those response areas in which it had been previously penalized, the County will forgive the previously deducted penalties. This provision shall apply to each response area separately and no carry-over shall be used from Agreement year to Agreement year.

iv. Reporting Requirement Penalties

Operations Contractor will provide, within seven (7) business days after the end of each month, reports detailing Operations Contractor's performance during the preceding month as it relates to each of the performance requirements stipulated herein. These reports shall be submitted electronically, via email or other suitable medium approved by the County. For each day that Operations Contractor fails to provide the reports, County shall deduct \$100 from Operations Contractor's payment. Operations Contractor may be exempted from this penalty for any delay in the submission of the month-end report that is due to a delay caused by County.

- M. Backup Unit Coverage Requirement: The Operations Contractor shall establish and maintain the capability to staff and activate backup ambulance units 24 hours per day 365 days per year. Operations Contractor shall use best efforts to expeditiously staff a backup unit when requested.

- N. Mutual Aid Requests: Mutual aid response by the Operations Contractor shall be performed in accordance with approved cover and mutual aid agreements. In the course of rendering such services, the Operations Contractor shall be exempt from the response time standards otherwise imposed by this Agreement. The Operations Contractor shall advise dispatch that they are unable to respond to mutual aid requests if such response is in conflict with a response in the Primary Response Area.

Mutual aid response may require Operations Contractor personnel to respond with ALS ambulances into a response area other than that assigned in this Agreement. Whenever Operations Contractor personnel receive a request for service in another area, Operations Contractor personnel shall immediately respond an ALS vehicle as directed, either Code-3 or Code-2. If, due to prior or concurrent commitments of on-line ambulances, the Operations Contractor is unable to respond in a timely manner, the requesting agency shall be notified immediately. If the requesting agency's urgency is such that it would be appropriate to call up staffing of a backup ambulance, the Operations Contractor shall initiate such call-up per the provisions of Section 2.1.12 M.

O. Disaster/Multi-Casualty Incident Requirements

- i. Existing mass casualty incident plans, and an emergency disaster plan, following incident command system guidelines, have been developed by the Office of Emergency Services and approved by the County. Operations Contractor shall maintain knowledge of plans, and any updates/amendments thereto, and shall be actively involved in planning for, and responding to, any declared disaster in the County.

- ii. In the event that a disaster within the service area, the County or a neighboring County is declared, normal operations shall be suspended and Operations Contractor shall respond in accordance with the County's disaster plan. Operations Contractor shall use best efforts to maintain primary emergency services and may suspend non-emergency service as required. During the period of declared disaster, the County will not impose performance requirements and penalties for response times.
- iii. County will reimburse Operations Contractor for the documented, direct, marginal increased cost of providing approved disaster services in accordance with Section 2.3.3. In the event of a declared disaster, County shall coordinate all efforts to recover disaster funding from various local, state, federal, and other applicable sources. Operations Contractor will comply with reasonable requirements to provide operational, financial, and other data that may be required or useful in pursuing reimbursement. This provision will only apply to situations in which the County declares a disaster, or the State or Federal Government has declared a state of emergency. Bad or even severe weather of a nature that is foreseeable will not qualify unless an appropriate authority declares it a disaster situation and Operations Contractor has sustained increased expense as a direct and proximate result of the disaster.

P. Standby and Special Event Coverage

- i. Non-dedicated Standby Ambulance Service: Upon request by law enforcement and/or fire departments, and where available units/staffing exist, Operations Contractor may furnish courtesy stand-by ambulance coverage at emergency incidents involving a potential danger to the personnel of the requesting agency or the general public. Units assigned to stand-by coverage at emergency incidents shall be under the control of the Incident Commander and will only be available for assignment to other duties or calls if released by the Incident Commander. Operations Contractor may request the release of such units by communicating with the Incident Commander through the Designated Dispatch Center.

Other community service oriented entities may request non-dedicated standby ambulance coverage for special events from the Operations Contractor. The Operations Contractor is encouraged to provide such non-dedicated stand-by coverage to events when possible.

The Operations Contractor will offer such non-dedicated standby ambulance services at no charge.

- ii. Dedicated Standby Ambulance Service: Community service oriented entities or commercial enterprises may request dedicated stand-by ambulance coverage for special events from the Operations Contractor. Each dedicated standby ambulance service event shall have a two-hour minimum.

Operations Contractor may also make personnel available, without an ambulance vehicle, for pre-scheduled standby and special events coverage at an hourly rate consistent with the County Board of Supervisors approved Ambulance Rate Schedule, Appendix B. No minimum time will be required for personnel-only events.

The Operations Contractor will offer such dedicated standby ambulance services at the rates established by the El Dorado County Board of Supervisors (Appendix B). The Operations Contractor is hereby authorized by County to execute any necessary contracts for these services with the requester of services. Operations Contractor shall secure all billing information required by County so that County can bill the responsible parties for such services, and provide to County a copy of any such Agreement and required billing information

If Operations Contractor is requested to provide such services with a dedicated ambulance, Operations Contractor shall be reimbursed in accordance with Section 2.3.3, below.

SECTION 2.2 - Term

This Agreement shall become effective upon final execution by both parties hereto and shall cover the period of August 1, 2019 through August 31, 2021, unless terminated earlier pursuant to the provisions contained herein including Article(s) titled "Default/Breach, Termination, and Cancellation" or "Fiscal Considerations."

SECTION 2.3 - Compensation for Services

The Operations Contractor acknowledges and agrees 1) that this Agreement is primarily funded from two specific funding sources: CSA No. 3 Benefit Assessment and Ambulance Billing revenue; 2) each of these funding sources are limited and fluctuate from year to year; 3) there are three primary categories of on-going expenditure that must be sustained by CSA No. 3 funding: CSA No. 3 administration activities performed by the County, Operations Contractor ambulance services, and ambulance billing/collection services; and 4) this Agreement is primarily a fixed price Agreement with annual adjustments plus payment for standby services and non-emergency interfacility transports exceeding 150 patient-loaded miles.

2.3.1 Base Payment

Operations Contractor will be compensated in accordance with the following payment schedule, which does not include payment for additional work as specified in Section 2.3.3

Period	Quarterly Payment	Payment Due Date
September 1, 2019-November 30, 2019	824,647	September 10, 2019
December 1, 2019-February 29, 2020	824,647	December 10, 2019
March 1, 2020-May 31, 2020	824,647	March 10, 2020
June 1, 2020-August 31, 2020	824,647	June 10, 2020
September 1, 2020-November 30, 2020	834,247	September 10, 2020
December 1, 2021-February 28, 2021	834,247	December 10, 2020
March 1, 2021-May 31, 2021	834,247	March 10, 2021
June 1, 2021-August 31, 2021	834,247	June 10, 2021

If, for any reason, this contract is terminated early by either party, Operations Contractor shall return all advanced compensation for services that would have been provided after the termination date to County within thirty (30) days of the termination date. The amount due shall be prorated on a daily basis.

Lump Sum Payment for Capital Assets

In addition to the above, County shall pay Operations Contractor two lump sum payments of \$120,000 each to be used by Operations Contractor solely for capital asset acquisition, lease, and/or maintenance. The first payment shall be made within fifteen (15) days following the effective date of this Agreement. The second payment shall be made within fifteen (15) days following the first anniversary of the effective date of this Agreement.

Facility Payment

Within thirty (30) days of County's receipt of an executed contract for the lease of office space and/or staff housing quarters, County shall reimburse Operations Contractor for the cost of tenant improvements and/or the costs to deliver and install temporary units to be used for the purpose of office space and/or staff housing quarters. Such payment shall not exceed \$100,000. Operations Contractor shall be responsible for any costs in excess of that amount.

Ambulance Inflation Factor

Effective January 1, in each year of the contract, County will annually increase the above quarterly payment amounts by a percentage that is equal to the Medicare Ambulance Inflation Factor (AIF) released by the Centers for Medicare and Medicaid Studies and effective for each calendar year. In the event that the AIF is zero or a negative percentage in any given year, Operations Contractor compensation will not be changed during that year. Upon request of the Operations Contractor, County may supply Operations Contractor, on a quarterly basis, a report showing billing and collections on all transports.

Additional Work

Additional work beyond the normal ambulance service will be compensated separately. For the purposes of this Agreement, additional work shall include certain interfacility transports, compensated standby and disaster services as identified in Section 2.3.3.

At any time during the Agreement term, in the event that significant circumstances beyond the reasonable control of Operations Contractor or County increase Operations Contractor's expenses in a manner that jeopardizes Operations Contractor's ability to perform hereunder, or decrease County revenues, either party may request that the other meet and confer regarding the terms of the Agreement. Potential options include:

- A. Continue the Agreement without changes.
- B. Increase or decrease Operations Contractor compensation.
- C. Modify the performance requirements of the Agreement.

Examples of circumstances beyond the reasonable control of the parties include, but are not limited to, significant changes in State or federal healthcare reimbursement, State or federal mandates that create an unfunded financial burden on a party, the repeal, or reduction of certain taxes or benefit assessments, and significant changes in the payer mix.

In addition to the above, the parties agree to meet and confer regarding the terms of the Agreement if opportunities arise for system enhancements, including but not limited to, implementation of a community paramedicine program, upgrade of medic unit staff from single-role to all-risk, or upgrade in dispatch services from a Public Safety Answering Point (PSAP) to a command center.

2.3.2 Fines and Penalties

The total of all fines and penalties for the previous quarter shall be deducted prior to quarterly payment to Operations Contractor.

Penalties and fines may be waived by County, in its sole discretion, if acceptable reasons are presented by Operations Contractor.

In accordance with Section 2.1.12, "Response Time Standards." L.iii, should the County determine at the end of an Agreement year that Operations Contractor has achieved 92% compliance for each of the areas in which it had been previously penalized; County will apply that amount to the subsequent payment.

- 2.3.3 Compensation in Addition to Flat Rate as described in Section 2.3.1
- A. Standby Services: County will reimburse Operations Contractor 93% of actual revenue received for special event and standby event services provided by Operations Contractor. Seven percent (7%) will be retained by County for billing and collection services.
 - B. Compensation for Disaster Services: County will reimburse Operations Contractor 100% of payments received from State and federal agencies specifically designated to reimburse Operations Contractor for direct, unusual expense of providing disaster services.
 - C. Compensation for non-emergency interfacility transports exceeding 150 patient-loaded miles: County will reimburse Operations Contractor 80% of actual revenue received for non-emergency interfacility transports exceeding 150 patient-loaded miles.
- 2.3.4 Process for Ambulance Service Compensation: County will remit payment to Operations Contractor quarterly in advance. The County will pay to Operations Contractor the reconciled quarterly compensation payment prior to the first day of the quarter to include the following:
- A. The base Agreement quarterly compensation for the current quarter, less any applicable penalties assessed during the preceding quarter; and
 - B. Costs associated with disaster response in accordance with Section 2.3.3 B of this Agreement for the previous quarter; and
 - C. Payments for Standby Services in accordance with Section 2.3.3 A of this Agreement for the previous quarter.
 - D. Payment for non-emergency interfacility transports exceeding 150 patient-loaded miles in accordance with Section 2.3.3 C of this Agreement for the previous quarter.
- 2.3.5 Financial Statement and Reports: The County may require that the Operations Contractor submit an income statement or financial statement for any Agreement year during the term of the Agreement. The income and financial statements shall conform to generally accepted auditing standards and be in a format acceptable to the County and shall be certified by a Certified Public Accountant that has direct responsibility for financial aspects of Operations Contractor's operations under the County contract. If applicable, Operations Contractor shall comply with California Government Code section 6505 which applies to Joint Powers Agreements only.

It is understood that the County may conduct audits to verify these statements and make them available to other parties as deemed appropriate.

Operations Contractor shall also comply with such other miscellaneous reporting requirements as may be specified by the County, provided that these additional reporting requirements shall not be unreasonable or excessively cumbersome to Operations Contractor.

2.3.6 Accounts Receivable Billing: County shall own and manage all accounts receivable associated with this Agreement. Operations Contractor shall not engage in any billing activity associated with services provided by this Agreement.

2.3.7 Annual Audit

Operations Contractor acknowledges and agrees that Operations Contractor is responsible for participating in annual audits of Operations Contractor's books and records. Operations Contractor agrees to assist administratively in procuring a Certified Public Accountant (CPA). Each audit period shall be July 1 through June 30 for the term of this contract. For each annual audit, a copy of the audit, together with any findings of deficiencies and recommended corrective action from the auditor, shall be submitted to the Chief Administrative Office (CAO) no later than March 31st of each year. The CAO shall forward the audit documents to the County Auditor-Controller and to the Board of Supervisors for receipt and filing. In the event corrective action is necessary, Operations Contractor shall, simultaneously with the submission of the audit documents, submit its corrective plan to correct any and all existing deficiencies, and to implement action to protect against future deficiencies. Within forty-five (45) days of submission of the audit documents and Operations Contractor's corrective plan to the CAO, County will notify Operations Contractor if further Operations Contractor action to implement corrective action is required. Operations Contractor shall fully cooperate with any County audit.

SECTION 2.4 - Taxes

Operations Contractor certifies that as of today's date, it is not in default on any unsecured property taxes or other taxes or fees owed by Operations Contractor to County. Operations Contractor agrees that it shall not default on any obligations to County during the term of this Agreement.

SECTION 2.5 - Changes to Agreement

This Agreement may be amended by mutual consent of the parties hereto. Said amendments shall become effective only when in writing and fully executed by duly authorized officers of the parties hereto.

SECTION 2.6 - Operations Contractor to County

It is agreed that in all matters pertaining to this Agreement, Operations Contractor shall act as Operations Contractor only to County and shall not act as Operations Contractor to any other individual or entity affected by this Agreement nor provide information in any manner to any party outside of this Agreement that would conflict with Operations Contractor's responsibilities to County during term hereof.

SECTION 2.7 - Independent Operations Contractor/Liability

Operations Contractor is, and shall be at all times, deemed independent and shall be wholly responsible for the manner in which it performs services required by terms of this Agreement. Operations Contractor exclusively assumes responsibility for acts of its employees, agents, and subcontractors, if any are authorized herein, as they relate to services to be provided under this Agreement during the course and scope of their employment.

Operations Contractor shall be responsible for performing the work under this Agreement in a safe, professional, and skillful manner and shall be liable for its own negligence and negligent acts of its employees, agents and subcontractors. County shall have no right of control over the manner in which work is to be done and shall, therefore, not be charged with responsibility of preventing risk to Operations Contractor, its employees, agents and subcontractors.

SECTION 2.8 - Fiscal Considerations

The parties to this Agreement recognize and acknowledge that County is a political subdivision of the State of California. As such, El Dorado County is subject to the provisions of Article XVI, Section 18 of the California Constitution and other similar fiscal and procurement laws and regulations and may not expend funds for products, equipment or services not budgeted in a given fiscal year. It is further understood that in the normal course of County business, County will adopt a proposed budget prior to a given fiscal year, but that the final adoption of a budget does not occur until after the beginning of the fiscal year.

Notwithstanding any other provision of this Agreement to the contrary, County shall give notice of cancellation of this Agreement in the event of adoption of a proposed budget that does not provide for funds for the services, products, or equipment subject herein. Such notice shall become effective upon the adoption of a final budget which does not provide funding for this Agreement. Upon the effective date of such notice, this Agreement shall be automatically terminated and County released from any further liability hereunder.

In addition to the above, should the Board of Supervisors during the course of a given year for financial reasons reduce, or order a reduction, in the budget for any County department for which services were contracted to be performed, pursuant to this paragraph in the sole discretion of the County, this Agreement may be deemed to be canceled in its entirety subject to payment for services performed prior to cancellation.

SECTION 2.9 - Audit by California State Auditor

Operations Contractor acknowledges that if total compensation under this agreement is greater than \$10,000.00, this Agreement is subject to examination and audit by the California State Auditor for a period of three (3) years, or for any longer period required by law, after final payment under this Agreement, pursuant to California Government Code Section 8546.7. In order to facilitate these potential examinations and audits, Operations Contractor shall maintain, for a period of at least three (3) years, or for any longer period required by law, after final payment under the contract, all books, records and documentation necessary to demonstrate performance under the Agreement.

SECTION 2.10 - Performance Review

2.10.1 County Review Process

- A. The County through its County EMS Agency shall review and monitor the operation of this Agreement to assess whether the Operations Contractor fulfills its obligations hereunder.

- B. The County EMS Agency may, on a quarterly basis, review with the Operations Contractor compliance to the conditions of this Agreement, and shall render an opinion on the level of compliance to this Agreement. In the event that the Operations Contractor is found to be in non-compliance, the rights and obligations of the parties shall be determined as set forth in this Article.
- C. The County EMS Agency, through the Chief Administrative Office, may issue an annual or more frequent report to the County Board of Supervisors on contract compliance to all critical elements within this Agreement. In addition, the County EMS Agency may issue a quarterly (or more frequent) report to the Operations Contractor regarding performance under this Agreement. The report shall make recommendations to improve operations, and shall list violations, and make recommendations to eliminate violations under this Agreement. The County EMS Agency shall file such reports with the Board of Directors of the Operations Contractor (hereinafter referred to as Operations Contractor's Board), and the Operations Contractor shall use its best efforts to ensure County EMS Agency agenda requests are promptly placed on the Operations Contractor Board's agenda. Operations Contractor Board shall take prompt action to address and/or correct any deficiencies. The Operations Contractor is responsible for and shall oversee the work of its subcontractors, including its member agencies, to ensure compliance with this Agreement. County EMS Agency may, but is not required to, make recommendations in this regard.

SECTION 2.11 Default, Breach, Termination, and Cancellation

Nothing in this section shall be construed as preventing the County from acting under Section 9.1, Expedited Takeover Process, pursuant to this Agreement.

2.11.1 Default by Operations Contractor: If conditions or circumstances constituting an event of default by Operations Contractor as defined in the Agreement exist, County shall have all rights and remedies available by law or in equity, inclusive of the right to terminate the Contract. The County's remedies shall be cumulative and shall be in addition to any other remedy available to County.

2.11.2 Minor Breach by Operations Contractor: Minor breach shall mean failure to fulfill any of the terms and conditions of this Agreement for which failures are not already provided for, and which failures do not amount to a major breach of the Agreement as that term is defined herein. When the County EMS Agency Administrator has determined that a minor breach has occurred, the Operations Contractor shall be given notice of the alleged breach by U.S. mail, postage prepaid, return receipt requested, and Operations Contractor will have fifteen (15) days after receipt of notice to resolve the breach or otherwise respond to the allegations of breach.

If the breach has not been cured within fifteen (15) days following the notice to the Operations Contractor, a complaint may be made by the County EMS Agency Administrator to the CAO, who shall have the full and final authority to review the complaint, issue a determination, and, where appropriate, direct adjustments to be implemented so long as the adjustments do not result in any significant increased unbudgeted costs.

2.11.3 Major Breach by Operations Contractor: Conditions and circumstances which shall constitute a major breach of contract by the Operations Contractor shall include, but not be limited to, the following:

- A. Failure of Operations Contractor to operate the system in a manner which enables County and Operations Contractor to remain in compliance with federal or State laws, rules or regulations, and with the requirements of the County EMS transportation ordinance and/or related rules and regulations.
- B. Falsification of information supplied by Operations Contractor including by way of example, but not by way of exclusion, altering the presumptive run code designations to enhance Operations Contractor's apparent performance or falsification of any other data required under the Contract.
- C. Creating patient transports so as to artificially inflate run volumes.
- D. Chronic failure of Operations Contractor to provide data generated in the course of operations including by way of example, but not by way of exclusion, dispatch data, patient report data, response time data or financial data.
- E. Excessive and unauthorized scaling down of operations to the detriment of performance during a "lame duck" period.
- F. Chronic failure of Operations Contractor's employees to conduct themselves in a professional and courteous manner and present a professional appearance.
- G. Chronic failure of Operations Contractor to maintain equipment in accordance with manufacturer recommended maintenance procedures.
- H. Making assignments for the benefit of creditors; filing a petition for bankruptcy; being adjudicated insolvent or bankrupt; petitioning by a custodian, receiver or trustee for a substantial part of its property; or, commencing any proceeding related to bankruptcy, reorganization arrangement readjustment of debt, dissolution or liquidation law or statute.
- I. Failure of Operations Contractor to cooperate with and assist County after a default has been declared as proven herein, even if it is later determined that such breach never occurred or that the cause of the breach was beyond Operations Contractor's reasonable control.

- J. Acceptance by Operations Contractor or Operations Contractor's employees of any bribe, kickback or consideration of any kind in exchange for any consideration whatsoever, when such consideration or action on the part of Operations Contractor or Operations Contractor's employees could be reasonably construed as a violation of federal, State or local law.
- K. Payment by Operations Contractor or any of Operations Contractor's employees of any bribe, kickback or consideration of any kind to any federal, State or local public official, consultant, or any other person or entity in exchange for any consideration whatsoever, when such consideration could reasonably be construed as a violation of any federal, State or local law.
- L. Chronic failure of Operations Contractor to meet the system standard of care as established by the County EMS Agency Medical Director.
- M. Failure of Operations Contractor to maintain insurance in accordance with the Contract.
- N. Chronic failure of Operations Contractor to meet response time requirements as set forth in the Contract.
- O. Chronic failure to submit reports and information under the terms and conditions outlined in this Contract.
- P. Any other failure of performance, clinical or other, required in the Agreement and which is determined by the County Director of Health Services or the County EMS Agency Medical Director and confirmed by the County Board of Supervisors to constitute a default or endangerment to public health and safety.
- Q. Willful attempts by Operations Contractor to intimidate or otherwise punish employees who file authenticated reports with County as to matters of Operations Contractor's breach of this Contract.
- R. Multiple minor breaches the cumulative effect of which is deemed a major breach.
- S. Failure to respond to a call or to transport or to render emergency medical patient assessment and treatment, as appropriate, or to otherwise refuse or fail to provide any ambulance services originating within the regulated service area because of the patient's perceived, demonstrated or stated inability to pay for such services, or because of an unavailability status or the location of any ambulance unit at the time of the request.

2.11.4 Notice provisions for Major Breach by Operations Contractor:

- A. If it appears that any of the conditions or circumstances set forth above exist or have occurred, the County shall notify Operations Contractor by U.S. mail, postage prepaid, return receipt requested. The written notice complaining of breach shall specify the facts and circumstances that have occurred, and specify the breach in sufficient detail to allow the Operations Contractor to identify the issues involved.
- B. Operations Contractor must respond in writing to the County within seven (7) days of receipt of Notice of Major Breach, with Corrective Action Plan including a timeline for completion of the correction.
 - i. If Operations Contractor disagrees with the complaint indicated in the Notice of Major Breach, Operations Contractor may protest the accusation of a major breach by filing a formal objection with the CAO within seven (7) days of the notice.
- C. Appeal to the CAO:
 - i. If no formal objection to the Notice of Major Breach is submitted to the CAO, then the finding of Major Breach shall be processed in accordance with Penalty Appeal Process, Section 2.11.5.
 - ii. If a formal objection is submitted, the CAO shall consider all relevant evidence and materials submitted.
 - iii. The decision of the CAO shall be in writing, and copies shall be given to the Operations Contractor and all interested parties.
- D. Appeal of CAO's Decision to the Board of Supervisors:
 - i. The Operations Contractor may appeal in writing the findings of major breach by the CAO as defined within this Agreement. Such appeal must be received by the office of the County Board of Supervisors, 330 Fair Lane, Placerville, CA 95667, by U.S. mail, postage prepaid, return receipt requested, within seven (7) days of the Operations Contractor's receipt of the decision of the CAO.
 - a. If no appeal is received by the Board of Supervisors within the seven (7) day time frame, the decision of the CAO is final.
 - ii. When such matters are appealed to the Board of Supervisors, the Board of Supervisors may conduct a hearing to consider such evidence, testimony, and argument as may reasonably be presented, and shall render its written findings and decision to uphold, modify, or overturn the CAO's decision.

- iii. If the Board of Supervisors finds that the public health and safety would be endangered by allowing the Operations Contractor to continue its operations under this Agreement, it shall declare this Agreement terminated and commence action to affect an immediate takeover by County of the Operations Contractor operations.
- iv. If the Board of Supervisors finds that a major breach has occurred but that the public health and safety would not be endangered by allowing the Operations Contractor to continue its operations, then the Board of Supervisors may advise the CAO to take such other actions, short of termination and takeover, as it deems appropriate under the circumstances.
- v. The findings and decision of the Board of Supervisors shall be final and shall be appealable only to the El Dorado County Superior Court pursuant to California Code of Civil Procedure Section 1094.5, and as provided by law.

2.11.5 Penalty Appeal Process: If Operations Contractor does not understand or disagrees with the fines assessed for a specific period of time in accordance with Section 2.1.12 G, Operations Contractor may within thirty (30) days of notification of a Penalty for Performance Failure follow the procedures below in an attempt to resolve an issue:

- A. First, submit a request in writing for a review with the County EMS Agency to explain and clarify a penalty assessment. If Operations Contractor's concerns are not resolved; then
- B. Second, request clarification of Agreement language from the County Health and Human Services Agency, and, if Operations Contractor's concerns remain unsatisfied; then
- C. Third, request in writing a fair hearing before the County Board of Supervisors.

2.11.6 Ceasing Performance: County may terminate this Agreement in the event Operations Contractor ceases to operate as a joint powers authority, materially alters its contracts with member agencies, or otherwise becomes unable to substantially perform any term or condition of this Agreement.

2.11.7 County Major Breach: Conditions and circumstances which shall constitute a major breach of the Agreement by County are failure to pay the Operations Contractor for services rendered in accordance with this Agreement.

- A. If it appears that County has failed to pay Operations Contractor for services rendered in accordance with this Agreement, Operations Contractor shall notify County by U.S. mail, postage prepaid, return receipt requested. The written notice complaining of breach shall specify the facts and circumstances that have occurred, and specify the breach in sufficient detail to allow the County to identify the issues involved.

- B. County must respond in writing to the Operations Contractor within seven (7) days of receipt of Notice of Major Breach.
- C. If the Operations Contractor is not satisfied with the County's response, they may appeal in accordance with Section 2.11.4, C. herein.

SECTION 2.12 - Notice to Parties

All notices to be given by the parties hereto shall be in writing and served by depositing same in the United States Post Office, postage prepaid and return receipt requested. Notices to County shall be addressed as follows:

COUNTY OF EL DORADO
CHIEF ADMINISTRATIVE OFFICE
330 FAIR LANE
PLACERVILLE, CA 95667
ATTN: CHIEF ADMINISTRATIVE OFFICER

or to such other location as the County directs.

with a copy to

COUNTY OF EL DORADO
EMERGENCY MEDICAL SERVICES AGENCY
2900 FAIR LANE COURT
PLACERVILLE, CA 95667
ATTN: MANAGER OF EMS, PREPAREDNESS, AND RESPONSE

Notices to Operations Contractor shall be addressed as follows:

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY
PO BOX 8917
SOUTH LAKE TAHOE, CA 96158
ATTN: EXECUTIVE DIRECTOR, or successor

or to such other location as the Operations Contractor directs.

SECTION 2.13 - Change of Address

In the event of a change in address for Operations Contractor's principal place of business, Operations Contractor's Agent for Service of Process, or Notices to Operations Contractor, Operations Contractor shall notify County in writing pursuant to the provisions contained in this Agreement under the Article titled "Notice to Parties." Said notice shall become part of this Agreement upon acknowledgment in writing by the County Contract Administrator, and no further amendment of the Agreement shall be necessary provided that such change of address does not conflict with any other provisions of this Agreement.

SECTION 2.14 - Indemnity

To the fullest extent of the law, Operations Contractor shall defend, indemnify, and hold the County harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorney's fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, County employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the Operations Contractor's, or any of its Member Agencies, services, operations, or performance hereunder, regardless of the existence or degree of fault or negligence on the part of the County, the Operations Contractor, subcontractor(s) and employee(s) of any of these, except for the sole, or active negligence of the County, its officers and employees, or as expressly prescribed by statute. This duty of Operations Contractor to indemnify and save County harmless includes the duties to defend set forth in California Civil Code Section 2778.

SECTION 2.15 - Insurance

Operations Contractor shall maintain at its sole cost and expense, and keep in force during the term of this agreement, the following insurance coverages:

- 2.15.1 Workers' Compensation Insurance with statutory limits, as required by the laws of any and all states in which Operations Contractor's employees are located and; Employer's Liability insurance on an "occurrence" basis with a limit of not less than \$1,000,000.
- 2.15.2 Commercial General Liability Insurance at least as broad as CG 00 01, covering premises and operations and including but not limited to, owners and contractors protective, product and completed operations, personal and advertising injury and contractual liability coverage with a minimum per occurrence limit of \$3,000,000 covering bodily injury and property damage; General Aggregate limit of \$5,000,000; Products and Completed Operations Aggregate limit of \$2,000,000 and Personal & Advertising Injury limit of \$2,000,000, written on an occurrence form. If Operations Contractor's general liability limits fail to meet the limits required above Operations Contractor may carry excess or umbrella liability insurance providing excess coverage at least as broad as the underlying coverage for general liability with a limit equal to or above the amount stated above on a per occurrence and aggregate basis.
- 2.15.3 Automobile Liability Insurance at least as broad as CA 00 01 with Code 1 (any auto, including ambulances, fire engines and other emergency services mobile equipment. Inland Marine insurance specific to emergency mobile equipment will be acceptable to meet this requirement together with the automobile liability insurance), covering use of all owned, non-owned, and hired automobiles with a minimum combined single limit of \$1,000,000 per occurrence for bodily injury and property damage liability.
- 2.15.4 Professional Liability Insurance covering liability imposed by law or contract arising out of an error, omission or negligent act in the performance, or lack thereof, of professional services and any physical property damage, bodily injury or death resulting there from, with a limit of not less than \$6,000,000 per claim and in the aggregate. The insurance shall include a vicarious liability endorsement to indemnify, defend, and hold harmless El Dorado County for claims arising out of covered professional services and shall have an extended

reporting period of not less than two years. That policy retroactive date coincides with or precedes Operations Contractor's start of work (including subsequent policies purchased as renewals or replacements).

- 2.15.5 If the policy is terminated for any reason during the term of this Agreement, Operations Contractor shall either purchase a replacement policy with a retroactive date coinciding with or preceding the retroactive date of the terminating policy, or shall purchase an extended reporting provision of at least two years to report claims arising from work performed in connection with this Agreement and a replacement policy with a retroactive date coinciding with or preceding the expiration date of the terminating policy.
- 2.15.6 If this Agreement is terminated or not renewed, Operations Contractor shall maintain the policy in effect on the date of termination or non-renewal for a period of not less than two years there from. If that policy is terminated for any reason during the two year period, Operations Contractor shall purchase an extended reporting provision at least covering the balance of the two year period to report claims arising from work performed in connection with this Agreement or a replacement policy with a retroactive date coinciding with or preceding the retroactive date of the terminating policy.
- 2.15.7 All policies of insurance shall provide for the following:
- A. Name El Dorado County, members of the Board of Supervisors of El Dorado County, its officers, agents and employees, as additional insureds except with respect to Workers' Compensation and Professional Liability.
 - B. Be primary and non-contributory with respect to all obligations assumed by Operations Contractor pursuant to this Agreement or any other services provided. Any insurance carried by El Dorado County shall not contribute to, or be excess of insurance maintained by Operations Contractor, nor in any way provide benefit to Operations Contractor, its affiliates, officers, directors, employees, subsidiaries, parent company, if any, or agents.
 - C. Be issued by insurance carriers with a rating of not less than A VII, as rated in the most currently available "Best's Insurance Guide."
 - D. Include a severability of interest clause and cross-liability coverage where El Dorado County is an additional insured.
 - E. Provide a waiver of subrogation in favor of El Dorado County, members of the Board of Supervisors of El Dorado County, its officers, agents and employees.
 - F. Provide defense in addition to limits of liability.
- 2.15.8 Upon execution of this Agreement and each extension of the Term thereafter, Operations Contractor shall cause its insurers to issue certificates of insurance evidencing that the coverages and policy endorsements required under this Agreement are maintained in force

and that not less than 30 days written notice shall be given to El Dorado County prior to any material modification, cancellation, or non-renewal of the policies. Certificates shall expressly confirm at least the following: (i) El Dorado County's additional insured status on the general liability, and auto liability policies; (ii) and the waiver of subrogation applicable to the workers' compensation and professional liability policies. Operations Contractor shall also furnish El Dorado County with endorsements effecting coverage required by this insurance requirements clause. The endorsements are to be signed by a person authorized by the Insurer to bind coverage on its behalf. The certificate of insurance and all required endorsements shall be delivered to El Dorado County's address as set forth in the Notices provision of this Agreement.

2.15.9 All endorsements are to be received and approved by the County of El Dorado before work commences. However, failure to do so shall not operate as a waiver of these insurance requirements.

2.15.10 Unless otherwise agreed by the parties, Operations Contractor shall cause all of its Subcontractors to maintain the insurance coverages specified in this Insurance section and name Operations Contractor as an additional insured on all such coverages. Evidence thereof shall be furnished as El Dorado County may reasonably request.

The coverage types and limits required pursuant to this Agreement shall in no way limit the liability of Operations Contractor.

SECTION 2.16 - Interest of Public Official

No official or employee of County who exercises any functions or responsibilities in review or approval of services to be provided by Operations Contractor under this Agreement shall participate in or attempt to influence any decision relating to this Agreement which affects personal interest or interest of any corporation, partnership, or association in which he/she is directly or indirectly interested; nor shall any such official or employee of County have any interest, direct or indirect, in this Agreement or the proceeds thereof.

SECTION 2.17 - Interest of Operations Contractor

Operations Contractor covenants that Operations Contractor presently has no personal interest or financial interest, and shall not acquire same in any manner or degree in either: 1) any other contract connected with or directly affected by the services to be performed by this Agreement except as to contracts with member organizations (subcontracts) and public agencies; or, 2) any other entities connected with or directly affected by the services to be performed by this Agreement. Operations Contractor further covenants that in the performance of this Agreement no person having any such interest shall be employed by Operations Contractor.

SECTION 2.18 - Conflict of Interest

The parties to this Agreement have read and are aware of the provisions of Government Code Section 1090 et seq. and Section 87100 relating to conflict of interest of public officers and employees. Operations Contractor attests that it has no current business or financial relationship with any County employee(s) that would constitute a conflict of interest with provision of services under this contract and will not enter into any such business or financial relationship with any such employee(s) during the term of this Agreement. County represents that it is unaware of any financial or economic interest of any public officer or employee of Operations Contractor relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement either party may immediately terminate this Agreement by giving written notice as detailed in the Article in the Agreement titled, "Default, Termination and Cancellation."

SECTION 2.19 - Nondiscrimination

- 2.19.1 County may require Operations Contractor's services on projects involving funding from various state and/or federal agencies, and as a consequence, Operations Contractor shall comply with all applicable nondiscrimination statutes and regulations during the performance of this Agreement including but not limited to the following: Operations Contractor and its employees and representatives shall not unlawfully discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age, or sex; Operations Contractor shall, unless exempt, comply with the applicable provisions of the Fair Employment and Housing Act (Government Code, Sections 12900 et seq.) and applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Sections 7285.0 et seq.); the applicable regulations of the Fair Employment and Housing Commission implementing Government Code, Section 12990, set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations incorporated into this Agreement by reference and made a part hereof as if set forth in full; and Title VI of the Civil Rights Act of 1964, as amended. Operations Contractor and its employees and representatives shall give written notice of their obligations under this clause as required by law.
- 2.19.2 Where applicable, Operations Contractor shall include these nondiscrimination and compliance provisions in any of its agreements that affect or are related to the services performed herein.
- 2.19.3 Operations Contractor's signature shall provide any certifications necessary under the federal laws, the laws of the State of California, including but not limited to Government Code Section 12990 and Title 2, California Code of Regulations, Section 8103.

SECTION 2.20 - California Residency (Form 590)

If Operations Contractor is a California resident, Operations Contractor must file a State of California Form 590, certifying its California residency or, in the case of a corporation, certifying that it has a permanent place of business in California. The Operations Contractor will be required to submit a Form 590 prior to execution of an Agreement or County shall withhold seven (7) percent of each payment made to the Operations Contractor during term of the Agreement. This requirement applies to any agreement/contract exceeding \$1,500.00.

SECTION 2.21 - Nonresident Withholding

If Operations Contractor is not a California resident, Operations Contractor shall provide documentation that the State of California has granted a withholding exemption or authorized reduced withholding prior to execution of this Agreement or County shall withhold seven (7%) percent of each payment made to the Operations Contractor during term of the Agreement as required by law. This requirement applies to any agreement/contract exceeding \$1,500.00. Operations Contractor shall indemnify and hold the County harmless for any action taken by the California Franchise Tax Board.

SECTION 2.22 - Taxpayer Identification Number (Form W-9)

All independent Operations Contractors or corporations providing services to the County must file a Department of the Treasury Internal Revenue Service Form W-9, certifying their Taxpayer Identification Number.

SECTION 2.23 - County Business License

It is unlawful for any person to furnish supplies or services, or transact any kind of business in the unincorporated territory of El Dorado County without possessing a County business license unless exempt under County Code Section 5.08.070.

SECTION 2.24 - Licenses

Operations Contractor hereby represents and warrants that Operations Contractor and any of its subcontractors employed under this Agreement has all the applicable licenses, permits, and certifications that are legally required for Operations Contractor and its subcontractors to practice its profession or provide the services or work contemplated under this Agreement in the State of California. Operations Contractor and its subcontractors shall obtain or maintain said applicable licenses, permits, or certificates in good standing throughout the term of this Agreement.

SECTION 2.25 - Administrator

The County Officer or employee with responsibility for administering this Agreement is Michelle Patterson, Manager of EMS, Preparedness and Response, , Chief Administrative Office, or successor.

SECTION 2.26 - Authorized Signatures

The parties to this Agreement represent that the undersigned individuals executing this Agreement on their respective behalf are fully authorized to do so by law or other appropriate instrument and to bind upon said parties to the obligations set forth herein.

SECTION 2.27 - Partial Invalidity

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will continue in full force and effect without being impaired or invalidated in any way.

SECTION 2.28 - Venue

Any dispute resolution action arising out of this Agreement, including, but not limited to, litigation, mediation, or arbitration, shall be brought in El Dorado County, California, and shall be resolved in accordance with the laws of the State of California.

SECTION 2.29 - No Third Party Beneficiaries

Nothing in this Agreement is intended, nor will be deemed, to confer rights or remedies upon any person or legal entity not a party to this agreement.

ARTICLE III – GENERAL SERVICE PROVISIONS

The Operations Contractor agrees to provide full service emergency and non-emergency Prehospital Advanced Life Support Services and Dispatch Services as described in this Contract, and the terms and conditions of the County's Emergency Medical Service and Medical Transportation Ordinance, as hereinafter amended. In the performance of its obligation hereunder, it is agreed that the Operations Contractor is subject to medical control or direction of the County.

SECTION 3.1 - Applicable Laws

The Operations Contractor shall provide services in accordance with applicable federal and State laws, statutes, regulations, policies and directives, local rules, regulations, ordinances and policies, and any changes or amendments thereto, including those described in this Contract.

SECTION 3.2 - Operations Contractor Accountability

The Operations Contractor shall be directly accountable to the El Dorado County Chief Administrative Office for contract compliance issues and conformance with operational policy. The Operations Contractor shall be responsible to the County EMS Agency, under the direction of the County EMS Agency Medical Director, for such issues as medical control, accreditation, quality assurance, and other medical care related activities. On-line medical control has been delegated to the Base Hospital (Barton Memorial Hospital) for day-to-day patient care oversight.

The Operations Contractor shall also be expected to cooperate fully with all other agencies during the course of the Contract, and to refer any requests for deviation from the terms of the Agreement to the El Dorado County Director of HHSA.

SECTION 3.3 - Successors and Waivers

This Agreement shall bind the successors of County and the Operations Contractor in the same manner as if they were expressly named. Waiver by either party or any default, breach or condition precedent shall not be construed as a waiver of any other default, breach or condition precedent or any other right hereunder.

SECTION 3.4 - Prior Contracts

All prior contracts regarding this subject matter between County and the Operations Contractor are hereby terminated as of the effective date of this Contract.

ARTICLE IV – DISPATCH REQUIREMENTS

SECTION 4.1 - General Dispatch Provisions

Operations Contractor shall provide, or subcontract to provide, one hundred percent (100%), twenty-four (24) hours per day, seven (7) days per week dispatch coverage and services for all Priority 1, 2, 3, 4, 5 and 6 ambulance requests for service, as described in Section 2.1.12.C, for service for the term of this Contract, in accordance with federal, State and local provisions, including but not limited to those outlined below.

Such service shall include, but is not limited to, dispatch personnel, in-service training, quality improvement monitoring, and related support services.

- 4.1.1 Dispatch facility shall hold current designation as primary or secondary Public Safety Answering Point (PSAP) by State of California.
- 4.1.2 The designated Dispatch Center shall utilize and maintain a computer aided dispatch (CAD) system with specialized separate tracking of EMS and ambulance responses. Operations Contractor shall notify County if CAD system is inoperative for more than 24 hours.
- 4.1.3 The designated dispatch center shall integrate the CAD system with the Electronic Prehospital Care Report (ePCR) software.
- 4.1.4 Operations Contractor shall provide a system of priority dispatch and pre-arrival instructions together with applicable quality assurance approved by the County EMS Agency Medical Director.
- 4.1.5 The priority dispatch protocols and pre-arrival instruction software approved by the County EMS Agency Director is Medical Priority Consultants software program: ProQA for Windows and AQUA (Advanced Quality Assurance for electronic case review), which meet the standards of the National Traffic Safety Administration: Emergency Medical Dispatch National Standard Curriculum. Software licensing and continuing maintenance and support will be provided by County.
- 4.1.6 The designated Dispatch Center shall continue to move toward identifying reporting efficiencies provided by a dispatch system with capabilities of layered-mapping that will recommend vehicle locations per criteria included in the Operations Contractor's System Status Management Plan (SSMP).
- 4.1.7 Adherence to medical dispatch protocols is required. Thus, except where a deviation is clearly justified by special circumstances not contemplated within a dispatch protocol, such medical dispatch protocol shall be strictly followed. Compliance with call-taker and dispatcher questions and pre-arrival instructions shall be a routine part of an integrated quality improvement process and shall be reported on a monthly basis with response statistics.
- 4.1.8 The designated Dispatch Center shall participate in the EMS Agency's Continuous Quality Improvement (CQI) process in accordance with Section 2.1.11.

SECTION 4.2 - Dispatch Data Reporting

Upon request of the County, Operations Contractor shall provide the following reporting information:

- 4.2.1 Response Time Reports:
 - A. Emergency life threatening and non-life threatening response times by jurisdiction and by user definition per the Medical Priority Dispatch System

- B. Inter-facility response times
- C. Unscheduled non-emergency and scheduled non-emergency response times by jurisdiction and by user definition per the Medical Priority Dispatch System
- D. Turn Out Time response times by crew members
- E. Point of dispatch to arrival-at-scene response times
- F. Time from scene to hospital by crew members
- G. Ambulance Patient Offload Time (APOT) report
- H. Emergency and non-emergency responses by hour and day
- I. Dispatch call processing response time reports
- J. Incident number
- K. Canceled run report
- L. Utilization ratio by unit
- M. Dry-run reports
- N. Demand analysis report showing calls by day of week, hour of day
- O. Call priority by hour and day
- P. Post utilization rates
- Q. Ambulance alert exception report (report of any delay between dispatcher's receipt of call and the dispatched request for service to the ambulance unit).

In addition, Dispatch personnel shall fully complete a manual "dispatch card" approved by County for each dispatch of an ambulance when the computer is inoperable. Dispatch personnel, following the resumption of normal service of the CAD system, shall enter manual dispatch cards into the CAD system.

SECTION 4.3 - Dispatch Personnel Requirements

Operations Contractor shall provide, or contract to provide, Emergency Medical Dispatch (EMD) dispatcher(s) with the authority, expertise, and management skills to operate the Operations Contractor's System Status Management Plan including the following:

- 4.3.1 Trained according to County EMS Agency's adopted program of national standards, the National Highway Traffic Safety Administration (NHTSA): Emergency Medical Dispatch National Standard Curriculum.
- 4.3.2 Utilize ProQA software for management of EMS resources through proper interrogation and situation assessment by the dispatcher and provide patient care through the delivery of post-dispatch/pre-arrival instructions to assist the patient until prehospital care providers arrive at the scene.
- 4.3.3 Utilize AQUA for performance evaluation of EMD.
- 4.3.4 Maintain and keep current EMD staff certifications.
- 4.3.5 Provide staff orientation to the emergency medical services system.
- 4.3.6 Maintain continuing education requirements.
- 4.3.7 Provide resource management.
- 4.3.8 Provide operational plan management.
- 4.3.9 Manage 9-1-1 non-urgent requests for service.
- 4.3.10 Manage critical care transport requests for service.
- 4.3.11 Utilize the most recent version of ProQA and AQUA.

SECTION 4.4 - Record of Dispatch Calls

Upon request of the County EMS Agency, Operations Contractor shall provide from Dispatch Center copies of calls on cassette tape, disk, or other recordable medium for quality assurance purposes. Tapes, disk, or other recordable medium shall be delivered to the Agency within five working days from receipt of written, including email, request to the Operations Contractor Executive Director.

ARTICLE V – VEHICLES, EQUIPMENT AND SUPPLY REQUIREMENTS

SECTION 5.1 - Ambulance Vehicles

5.1.1

- 5.1.3 Operations Contractor-Provided Vehicles, Equipment and Systems: Operations Contractor will be required to provide all vehicles, equipment and systems, other than those outlined in Sections 5.1.1 and 5.1.2 above, necessary to fulfill the requirements of this Contract. Vehicles, equipment and systems to be provided by Operations Contractor include, without limitation, dispatch equipment/systems, computer systems, mobile and portable radios, emergency alerting devices, ALS ambulances, supervisory vehicles, monitors, defibrillators, other clinical equipment, crew quarters and administrative offices.

SECTION 5.2 - Ambulance Vehicle Marking

All ambulances shall be marked as described in Appendix D, "Vehicle Markings", attached hereto and incorporated by reference herein. Operations Contractor shall not modify ambulance vehicle markings without the expressed written consent of County.

SECTION 5.3 - Drugs and Medical Supplies

Operations Contractor shall possess and agree to maintain adequate drug and solution inventory, drugs, and supplies in compliance with the El Dorado County EMS Agency Policy and Procedure Manual.

SECTION 5.4 - ALS Medical Equipment

- 5.4.1 Standards for medical equipment shall be in compliance with the County EMS Agency Policy and Procedure Manual promulgated by the County EMS Agency as required for the level of service being provided. The County EMS Agency provides a copy of the Policy and Procedure Manual and Manual updates on an ongoing basis to each Operations Contractor subcontractor's facility and to the Operations Contractor Executive Director. The Operations Contractor shall be charged with knowledge of the current Policy and Procedures Manual and Manual updates. The Policy and Procedures Manual shall be updated from time to time as determined necessary by the County EMS Agency. Any substantial financial impact to the Operations Contractor resulting from proposed policy updates shall be resolved prior to implementation of a new policy.
- 5.4.2 Large (K-type) O2 cylinders shall not be allowed by the Operations Contractor to go under 300 pounds pressure per square inch, and smaller (D-type) cylinders shall not be allowed to go under 500 pounds pressure per square inch before being refilled.
- 5.4.3 Compliance with these medical equipment requirements is not mandated for inactive "reserve" units. Vehicles, equipment and supplies shall be maintained in a clean, sanitary and safe mechanical condition at all times.
- 5.4.4 Upon inspection by the County, any primary or backup ambulance failing to meet these medical equipment requirements shall be immediately removed from service and remain out of service until any deficiency is corrected. At the time when a reserve ambulance unit is used to provide the services required by this Contract, the unit shall comply with all Equipment Requirements as specified in this Contract.

- 5.4.5 First Responder (ALS and BLS) Equipment and Supply Replenishment: Operations Contractor shall develop mechanisms to exchange reusable orthopedic appliances, and restock disposable and ALS medical supplies, except pharmaceuticals, used by first responders when treatment has been provided by first responder personnel and patient care is assumed by Operations Contractor's personnel. Equipment and supplies will be exchanged on a one-for one basis. Whenever possible, this exchange should be accomplished on scene. If patient care or circumstances at the scene prevent an on scene exchange, Operations Contractor will arrange to accomplish it as soon as reasonably possible. If Operations Contractor is cancelled en route or at the scene and no patient contact is made by Operations Contractor's personnel, Operations Contractor shall not be obligated to restock the first responder agency supplies.

SECTION 5.5 - Vehicle and Equipment Maintenance and Repair

- 5.5.1 Under this Contract, the Operations Contractor shall be responsible for all maintenance of vehicles, on-board equipment, and facilities used by the Operations Contractor in performance of this work. The Operations Contractor shall establish a record-keeping system for the maintenance program, including problem pattern analyses and vehicle and equipment maintenance histories and costs, and make these records available to County upon request.
- 5.5.2 The Operations Contractor shall arrange for all vehicles and electronic and communications equipment to be included in a preventive maintenance program which, at a minimum, conforms to the manufacturer's recommended standards.
- 5.5.3 The Operations Contractor shall be responsible for any maintenance and repairs on any County equipment utilized by the Operations Contractor, which shall include, but not be limited to, ambulance vehicles, communications equipment, and electronic medical equipment (ePCR mobile devices, monitors and defibrillators).

SECTION 5.6 - Communications Equipment:

Operations Contractor shall meet the following standards for communications equipment:

- 5.6.1 Operations Contractor shall possess and agree to utilize exclusively and maintain two-way communication equipment that is compatible with County approved dispatch, designated Base Hospital facilities and all EMS users. Communication capabilities and use of frequencies shall be monitored by the County EMS Agency. (No private ambulance system telephone access number shall exist for emergency dispatch.)
- 5.6.2 Operations Contractor shall provide and maintain a tone-encoded voice emergency alerting device(s) and at least one hand-held radio on the UHF Med Net frequencies for each ambulance operated under this Contract.
- 5.6.3 Operations Contractor shall ensure that a sufficient number of radios are available for replacement in the event of breakdown, maintenance, and disaster operations.

- 5.6.4 Operations Contractor shall provide emergency alerting devices for off-duty personnel who agree to carry one for the purposes of system recall.
- 5.6.5 Operations Contractor shall ensure that each ambulance is equipped with a communications unit capable of transmitting on UHF Med 1 to Med 10.
- 5.6.6 Operations Contractor shall provide and maintain cellular telephones for Base Hospital contact in the event of Med-Net failure.
- 5.6.7 Operations Contractor shall provide all necessary radio equipment to fulfill the requirements of this Contract.
- 5.6.8 Operations Contractor shall ensure the availability of all required dispatch radio frequencies and related FCC licenses.
- 5.6.9 Operations Contractor shall provide and maintain cellular connectivity for the mobile ePCR tablet.
- 5.6.10 Operations Contractor shall ensure that a sufficient number of mobile ePCR tablets are available for replacement in the event of breakdown, maintenance, and disaster operations.

SECTION 5.7 - Inventory of Ambulances and Other County-Owned Equipment

- 5.7.1 Annually, the Operations Contractor shall inventory their facilities and each ALS ambulance equipped with County purchased equipment for the purpose of verifying the location and condition of all County owned fixed assets. The Operations Contractor agrees to meet all County time lines established by the El Dorado County Auditor-Controller and the El Dorado County Board of Supervisors associated with reporting fixed assets inventory.
- 5.7.2 County shall provide to Operations Contractor a list of all CSA No. 3 owned fixed assets no more than one week after the El Dorado County Auditor-Controller's Office provides the list to County Departments. The list shall clearly separate mobile medical equipment from other equipment provided to the Operations Contractor. The Fixed Asset Inventory of January 24, 2018 is attached (Appendix C) and shall form the basis for all future lists. The list shall be accompanied by the County established time lines that the Operations Contractor agrees to meet.
- 5.7.3 In the event that there are missing items or items that cannot be located, a letter of explanation is required, signed by the Operations Contractor Board Chairperson, detailing what is missing, why, and what process was used to locate the item. The letter is to be submitted to HHSA along with the signed off inventory list one (1) week prior to the deadline established by the El Dorado County Auditor-Controller. HHSA will submit a list of any missing items or items that cannot be located to the Board of Supervisors, and request Board direction on any action to be taken, which may include declaration of a minor breach.

- 5.7.4 Return of County Equipment: Operations Contractor agrees to return any County issued equipment in good working order, normal wear and tear excepted, at the termination of the Contract. For any County equipment not returned at the conclusion of the term, or, for any equipment returned damaged or unusable, County shall repair or replace said equipment at Operations Contractor's expense and deduct an equivalent amount from Operations Contractor's performance security, if one has been provided.

ARTICLE VI – DATA COLLECTION AND REPORTING REQUIREMENTS

SECTION 6.1 - Prehospital Patient Care Report/Billing Form, ePCR Required

- 6.1.1 After implementation, Operations Contractor shall utilize an ePCR, meeting the standards and specifications of the EMS Agency Medical Director. The ePCR is required to be completed for all patients for whom care is rendered at the scene, regardless of whether the patient is transported. Patient care records shall clearly identify those instances when two (2) or more patients are transported in the same ambulance so that proper billing can be done. Further, a round trip transport occurs when a single ambulance takes a patient to a destination and then provides a transport back to the point of origin. Round trip transports, other than "wait and return" trips are to be counted as two (2) transports.
- 6.1.2 In order to ensure that County and EMS Agency Medical Director can conduct system-wide quality improvement activities, Operations Contractor is required to provide County with electronic copies of accurately completed patient care forms including, but not limited to, correct name, address, date of birth, social security number, and signature of the patient or patient representative (or clearly stated reason why patient is unable to sign) and sufficient information to appropriately document medical necessity.
- 6.1.3 In the event that hardware, software, communications, licensing, or other technical problems temporarily prohibit the real-time capture of ePCR data and information, Operations Contractor shall have an immediately available backup system to manually collect all required information. Upon manual collection of this information, it shall be Operations Contractor's responsibility to enter it into appropriate electronic databases to assure compliance with the reporting requirements and timelines of this Agreement.
- 6.1.4 Properly completed ePCR shall be delivered or electronically available to the County within forty-eight (48) hours of the completion of each call. At County's sole discretion, Operations Contractor may be considered exempt from failures to meet this requirement that are outside of Operations Contractor's reasonable control.
- 6.1.5 For every ePCR not delivered within five (5) business days of the required delivery date, County shall fine Operations Contractor two hundred fifty dollars (\$250), in accordance with Section 2.3.2, herein.
- 6.1.6 For every ePCR that is not accurately completed and turned over to the County within thirty (30) days of the completion of each call, County shall fine Operations Contractor an additional one thousand dollars (\$1,000), in accordance with Section 2.3.2, herein.

- 6.1.7 HHSA Ambulance Billing personnel shall notify Operations Contractor of failure to adequately complete an ePCR. Operations Contractor shall take the necessary action to correct the omission/ error situation. Ambulance Billing personnel shall contact Operations Contractor to help identify Operations Contractor personnel in need of additional training. Operations Contractor acknowledges and agrees that complete and timely reporting is of the essence of this agreement.
- 6.1.8 All PCR's and ePCR's shall be completed in accordance with the El Dorado County EMS Policy: *"EMS Documentation Policies and Procedures"*

SECTION 6.2 - Incident Report

Operations Contractor shall furnish its personnel with Incident Report forms, and shall ensure that its personnel understand and utilize such forms. The current incident report form shall also be available on the EMS Agency website. The Operations Contractor shall notify the County EMS Agency within 24 hours if a sentinel event occurs, i.e., injury to patient, crew or public, or violent or high profile incident; copies shall be furnished monthly for non-sentinel events. The Incident Report information shall be in a format mutually agreed upon between the County and the Operations Contractor.

- 6.2.1 Mutual Aid Received or Provided: The Dispatch Center shall document each occurrence of Mutual Aid emergency medical response into the Primary Response Area by an out-of-area ambulance service entity, or Mutual Aid rendered to another agency outside the Primary Response Area. Such report shall detail the time of incident dispatch, time that mutual aid was requested, location of incident, and the reason Mutual Aid was required. The form will be forwarded to the EMS Agency along with the Operations Contractor's monthly report.
- 6.2.2 Unusual Activities: The Operations Contractor shall document any and all incidents of unusual activities or occurrences that impacted or had an effect on the normal delivery of services. Events that an attending medic or the Operations Contractor feel should be documented but are not appropriate to include on the ePCR should be included on the Incident Report. Such activities may include but are not limited to: acts of violence, combative patients, patient care concerns, inter-agency conflicts, medical equipment failures, obstacles to responses including chronic adverse road conditions, and radio, dispatch, or communication failures. Any other unusual activities that have the potential of affecting patient care shall be documented as well.
- 6.2.3 Vehicle Failure and Accident Reporting: The Operations Contractor shall document vehicle failure above and beyond usual scheduled maintenance and repairs and ambulance vehicle accidents that could potentially have a detrimental effect on patient care issues.

SECTION 6.3 - Response Time Reporting

- 6.3.1 Ambulance Response Time Report and Penalties:
Within seven (7) business days after the end of each month, Operations Contractor shall submit a monthly report on all emergency medical response times for the service areas. Such report shall include data identifying the Incident Number, Date, Unit Number, Response Mode (Code-2 or Code-3), service area location (Urban, Semi-Rural, Rural, or

Wilderness), and the following times: Time of Dispatch, Arrival at Scene, Ambulance Arrival at the Emergency Department, and Ambulance Patient Offload Time.

Operations Contractor shall provide, reports detailing Operations Contractor's performance during the preceding month as it relates to each of the performance requirements stipulated herein. These reports shall be submitted electronically, via email, or other suitable medium approved by County. For each day that Operations Contractor fails to provide the reports, County shall fine Operations Contractor one hundred dollars (\$100). At County's sole discretion, Operations Contractor may be exempted from this penalty for any delay in the submission of the month-end report that is due to a delay caused by County

6.3.2 Response Time Exception Report: For each response within the previous calendar month that exceeds the Response Time Standard for the area of dispatch location (Urban, Semi-Rural, Rural, or Wilderness) the Operations Contractor shall submit a Response Time Exception Report available at: http://www.edcgov.us/Government/EMS/EMS_Forms.aspx, or subsequent replacement website, and shall ensure that its personnel understand and utilize such forms. The reason for the delayed response time shall be clear, precise, and verifiable in order to determine if the exception is acceptable. These reports shall be submitted to the County EMS Agency for the previous calendar month of service within seven (7) business days after the end of each month.

6.3.3 Response Time Review: The County EMS Agency shall review all Response Time Reports and Response Time Exception Reports monthly to determine if performance standards are met or exceeded and if non-performance penalties shall be assessed.

SECTION 6.4 - Transmittal of Data and Reports:

Operations Contractor shall be responsible to ensure that all information is provided to the County in a timely manner as indicated throughout this Contract.

Operations Contractor shall provide agendas and minutes of all Operations Contractor Board meetings to the County EMS Agency Administrator and the County CAO at the time agendas and minutes are provided to Operations Contractor Board Members.

ARTICLE VII – OTHER AGREEMENT REQUIREMENTS

SECTION 7.1 - County Operation Policies:

The Operations Contractor shall be responsible to comply with all operational policies and standards currently articulated in this Contract; the Health and Safety Code, Division 2.5; California Code of Regulations, Title 22, Division 9; County Emergency Medical Service and Medical Transportation Ordinance; and policies and procedures promulgated by the El Dorado County Emergency Medical Services Agency. Operations Contractor shall have opportunity to provide input into El Dorado County Emergency Medical Services Agency policies and procedures through the Medical Advisory Committee.

SECTION 7.2 - Non-Competition

The Operations Contractor, or any principal of the Operations Contractor, or any employee thereof, shall be prohibited from engaging in any enterprise that effectively results in competition for emergency and non-emergency ambulance services of any kind within the Primary Response Area as described in this Contract.

SECTION 7.3 - On-Scene Collections

Ambulance personnel shall not request nor receive payment for any services provided pursuant to this Contract, nor shall they quote charges to the patient or any other concerned individuals, or extend promises for special treatment regarding billable charges. Operations Contractor shall provide ambulance billing rate forms to ambulance personnel, and personnel may make these forms available to individuals upon request.

SECTION 7.4 - Market Rights and EMS Aircraft Services

County Service Area No.3 - South Shore: This zone is an exclusive operating area for 9-1-1 emergency and non-emergency ambulance transports, all ambulance interfacility transport service and critical care transports. The County is the sole provider of these services under a public utility model as identified in the County's EMS Plan by the authority of the Board of Supervisors. County reserves its rights to take any and all appropriate action, and to exercise its discretion with regard to any other public or private emergency medical transporters. County reserves the right to utilize public or private EMS aircraft services as defined in Title 22, Chapter 8, Article 1, Section 100279, if such utilization is in the best interest of the public.

SECTION 7.5 - Lame Duck Provisions

In the event that another contractor is chosen to provide services at the conclusion of this contract the County recognizes that the Operations Contractor, for a period of several months, may be operating as a "lame duck" operator. To assure continued performance fully consistent with the requirements of the Agreement through any such period, the following provisions will apply:

- 7.5.1 Operations Contractor will continue all operations and support services at the same level of effort and performance that were in effect prior to the award of the subsequent Agreement to a competing organization, including but not limited to compliance with the provisions related to the qualifications of key personnel.
- 7.5.2 Operations Contractor will make no changes in methods of operation which could reasonably be considered to be aimed at cutting Operations Contractor services and operating cost to maximize profits during the final stages of the Contract.
- 7.5.3 County recognizes that if a competing organization should prevail in a future procurement cycle, Operations Contractor may reasonably begin to prepare for transition of the services to a new contracting agency. County will not unreasonably withhold its approval of Operations Contractor's request to begin an orderly transition process, including reasonable plans to relocate staff, scaled down certain inventory items, etc., as long as such transition activity does not impair Operations Contractor's performance during this period.

7.5.4 During the process of subsequent competition conducted by County, Operations Contractor will permit its non-management personnel reasonable opportunities to discuss with competing organizations issues related to employment with such organizations in the event Operations Contractor is not the successful proposer. Operations Contractor may, however, require that its non-management personnel refrain from providing information to a competing organization regarding Operations Contractor's current operations, and Operations Contractor may also prohibit its management personnel from communicating with representatives of competing organizations during the competition. However, once County has made its decision regarding award, and in the event that Operations Contractor is not the winner, Operations Contractor will permit free discussion between Operations Contractor based employees and the winning proposer without restriction, and without consequence to the employee.

SECTION 7.6 – Assignment and Delegation:

Operations Contractor is engaged by County for its unique qualifications and skills as well as those of its personnel. Operations Contractor shall not subcontract, delegate or assign services to be provided, in whole or in part, to any other person or entity without prior written consent of County. Any material change in control of Operations Contractor shall be considered a form of assignment of the Agreement, and must be approved by the County of El Dorado Board of Supervisors.

SECTION 7.7 - Subcontractors:

County acknowledges that Operations Contractor is a single point of contracting for the provision of Prehospital Advanced Life Support Ambulance and Dispatch Services, and that Operations Contractor contracts with various Member Agencies for the provision of Prehospital Advanced Life Support Ambulance and Dispatch Services. Operations Contractor shall execute agreements with all Member Agencies (if applicable) of the Operations Contractor providing services under this Agreement by the date of execution of this Agreement to include all County ordinance and EMS Agency ALS requirements and provisions. Agreements with Member Agencies shall require Member Agencies to comply with the requirements of the California Health and Safety Code, Division 2.5, Section 1797 et seq.; California Code of Regulations, Title 22, Division 9, Chapter 4, Article 5, Section 100164; the County Emergency Medical Service and Medical Transportation Ordinance; this Contract for Prehospital Advanced Life Support and Dispatch Services; the standards of the El Dorado County EMS Agency, including but not limited to the County EMS Agency Policy and Procedure Manual, El Dorado County Trauma Plan, and applicable agency, State or local statutes, ordinances or regulations.

Each Member Agency shall agree, to the fullest extent of the law, to defend, indemnify, and hold Operations Contractor and the County of El Dorado harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorney's fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, Operations Contractor employees, County employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the Member Agency's services, operations, or performance hereunder, regardless of the existence or degree of fault or negligence on the part of Operations Contractor, the County of El Dorado, the Member Agency, subcontractor(s) and employee(s) of any of these, except for the sole, or active negligence of Operations Contractor, its officers and employees, the County of El Dorado, its officers and employees, or as expressly provided by statute. This duty of Member Agency to indemnify and save Operations Contractor and El Dorado County harmless includes the duties to defend set forth in California Civil Code Section 2778. County will look to Operations Contractor to deliver contracted performance. The inability or

failure of any Member Agency to perform any duty or deliver contracted performance shall not excuse Operations Contractor from any responsibility under this Contract.

SECTION 7.8 - Health Insurance Portability and Accountability Act (HIPAA)

Under this Agreement, the Operations Contractor will provide services to County, and in conjunction with the provision of such services, certain Protected Health Information ("PHI") may be made available to the Operations Contractor for the purposes of carrying out its obligations. The Operations Contractor agrees to comply with all the terms and conditions of Appendix E, "HIPAA Business Associate Agreement," attached hereto and made by reference a part hereof, regarding the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the regulations promulgated thereunder.

In as much as an exchange of Protected Health Information (PHI) will occur between the Operations Contractor and County, the Operations Contractor agrees to faithfully distribute to all patients the El Dorado County Notice of Privacy Practices, form to be approved and/or supplied by County, before the first delivery of service for all non-emergency transfers and dry runs with patient contact, where services were provided to patient. All Notices of Privacy Practices for emergency transfers will be mailed by El Dorado County Ambulance Billing as soon as practical following the provision of services.

SECTION 7.9 - Patient Billing, Collection and Payment of Claims

County agrees to bill patient(s) for service based on the most current adopted Ambulance Rate Schedule approved by Resolution of the El Dorado County Board of Supervisors as shown in Appendix B, incorporated herein and made a part hereof, and as amended from time to time.

SECTION 7.10 - Product Endorsement/Advertising

Operations Contractor shall not use the name or equipment of County for the endorsement of any commercial product or service without the express written permission of County.

ARTICLE VIII – TAKEOVER PROCESS

SECTION 8.1 - Expedited Takeover

Notwithstanding major breach, the County may immediately take over ambulance operations when the County Public Health Officer makes written findings of fact requiring such action to immediately protect the public health, safety and welfare, and that to follow the dispute resolution procedure defined within this Agreement would endanger the public health and safety. County shall immediately so notify the Operations Contractor in writing, which shall then have the right to a hearing before the Board of Supervisors. The takeover shall be effective pending the conducting of the hearing. Operations Contractor shall submit their request for a hearing to the County Public Health Officer within fifteen (15) days of receipt of the County Public Health Officer's written findings. The written decision shall be issued within fifteen (15) days thereafter to continue, terminate, or modify the takeover.

The County may terminate the takeover period at any time, and return the operations to the Operations Contractor. The takeover period shall last as long as the Chief Administrative Officer believes is necessary to stabilize the prehospital Advanced Life Support services system to protect the public health and safety.

SECTION 8.2 - Takeover Cooperation

The Operations Contractor's cooperation and full support of such emergency takeover shall not be construed as acceptance by the Operations Contractor of the finding of major breach, and shall not in any way jeopardize the Operations Contractor's right to recovery should a court later find that the declaration of major breach was made in error. However, failure on the part of the Operations Contractor to cooperate fully with the County to effect a safe and smooth takeover of operations shall in itself constitute a material breach of the contract even if it was later determined that the original declaration of major breach by the County was made in error.

In the event of an immediate takeover, declaration that a major breach has occurred shall be initiated and shall take place only after emergency takeover has been completed, and shall not, under any circumstances, delay the process of the emergency takeover or the transfer of County owned vehicles and equipment and Operations Contractor owned vehicles and equipment utilized in the performance of this Contract, in accordance with Appendix F "Security Agreement" attached hereto and incorporated by reference herein. Such Security Agreement shall be executed concurrently with the execution of this Agreement and shall remain in full force and effect for the term of the Agreement or until takeover is fully resolved, whichever is later.

SECTION 8.3 - Equipment and Vehicle Sublease Agreements

8.3.1 Takeover Rights (Step-In)

In order for County to exercise takeover rights under the terms of this Contract, Operations Contractor shall maintain a Contingent Lease Agreement with County for any Operations Contractor owned equipment that County would need in order to operate this ambulance service. The Contingent Lease should be substantially in the form of the sample attached as Appendix G, "Contingent Lease Agreement." Such Contingent Lease Agreement shall be executed concurrently with the execution of this Agreement and shall remain in full force and effect for the term of the Agreement or until takeover is fully resolved, whichever is later.

8.3.2 Vehicle and ALS Equipment Requirements

- A. Operations Contractor may choose to hold title to vehicles and ALS equipment or enter into some form of a lease arrangement. If ownership is desired, Operations Contractor must maintain a Contingent Lease Agreement with County, whereby County, at its discretion, can assume immediate control of the ambulances and ALS equipment in the event of breach of Contract, declared bankruptcy, failure to efficiently and adequately provide prompt service delivery, unforeseen cessation of operations, or termination of Agreement for whatever reason.

- B. If a lease arrangement is desired, Operations Contractor must arrange for a provision in the lease whereby County can exercise an option to assume the lease obligation so that immediate control of the vehicles and ALS equipment being used to provide services, but not owned by Operations Contractor, can be exercised by the County, at its discretion, in the event of breach of Contract, declared bankruptcy, failure to efficiently and adequately provide prompt service delivery, or other unforeseen cessation of operations. Prior to Operations Contractor leasing ambulances or equipment, a written Agreement shall exist between Operations Contractor and leasing agency.
- C. Prior to Operations Contractor utilizing loaned ambulances or equipment, a written Agreement shall exist between Operations Contractor and loaning agency. Operations Contractor shall provide adequate documentation demonstrating that County will have access to sufficient loaned ambulances and equipment necessary to provide the same level of services as defined in this Agreement for a 30-day period, should the Takeover provision of this Agreement be exercised by County.
- D. It is understood between County and Operations Contractor that any lease agreements entered into for future rolling stock purchases and other durable medical equipment will include County as part of the lease. These agreements may be modified in the future by mutual written consent of the parties; however, it shall be a requirement of each lease that, in the event that County exercises its takeover rights under this Contract, or in the event of the termination or expiration of this Contract, both the vehicles and the equipment shall be transferred to and assumed by County. At County's sole discretion, vehicles and equipment may be purchased, in whole or in part from Operations Contractor at fair market value. Provided, however, in the event that the County selects a successor contractor, provisions shall be made for the County to transfer both the vehicles and equipment to County selected contractor.
- E. The desired plan shall be subject to the review and approval of County's legal counsel. The ownership or lease instrument, when developed and approved, shall be maintained by Operations Contractor and copies provided to County along with a listing of all the Fixed Assets to be turned over to County under the takeover provision. This list of assets shall be updated annually by Operations Contractor, and will then be reviewed by County wherein asset and depreciation values will be adjusted to current levels as required to determine fair market value. Should the purchase of assets be required as outlined in the Contingent Lease Agreement, the current fair market value will be utilized.

SECTION 8.4 - Final Authority

Except as provided by law, the Board of Supervisors shall be the final authority for County.

ARTICLE IX – ENTIRE AGREEMENT

This document and the documents referred to herein or exhibits hereto are the entire Agreement between the parties and they incorporate or supersede all prior written or oral Agreements or understandings.

Requesting Contract Administrator Concurrence:

By: _____

Michelle Patterson
Manager, EMS, Preparedness, and Response
Chief Administrative Office

Dated: _____

8/28/2019

Requesting Department Head Concurrence:

By: _____

Don Ashton
Chief Administrative Officer

Dated: _____

8/28/19

IN WITNESS WHEREOF, the parties hereto have executed this Agreement # 4238 on the dates indicated below.

-- COUNTY OF EL DORADO --

Dated: 8-27-19

By: B.K. Veerkamp
Brian K. Veerkamp ~~San Joaquin County~~
Vice-chair Board of Supervisors
"County"

ATTEST:

James S. Mitrison

Clerk of the Board of Supervisors

By: Kyra Schaffner
Deputy Clerk

Dated: 8-27-19

-- OPERATIONS CONTRACTOR --

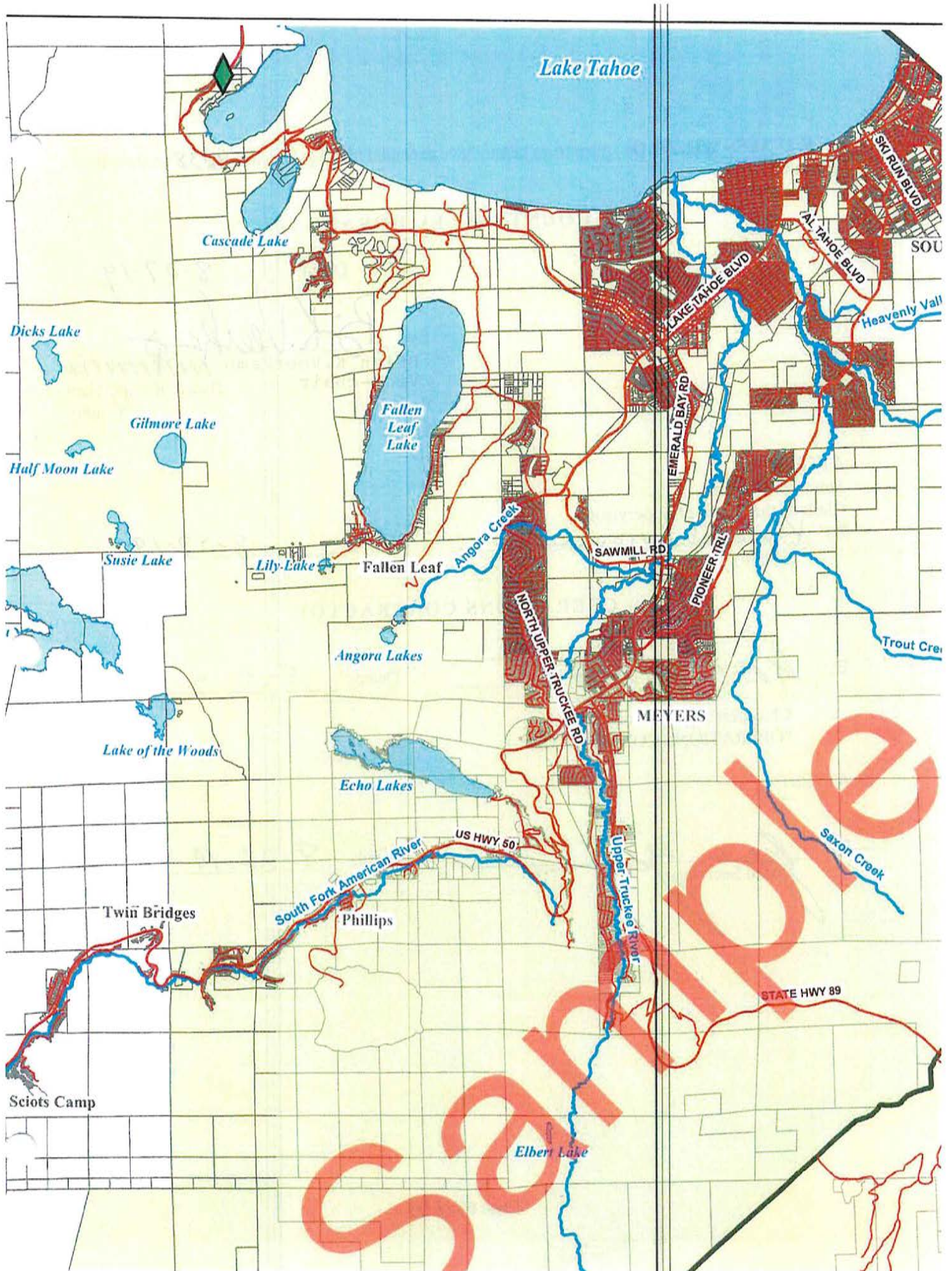
By: Robert Bennett
Chairperson, Board of Directors
"OPERATIONS CONTRACTOR"

Dated: 8-19-19

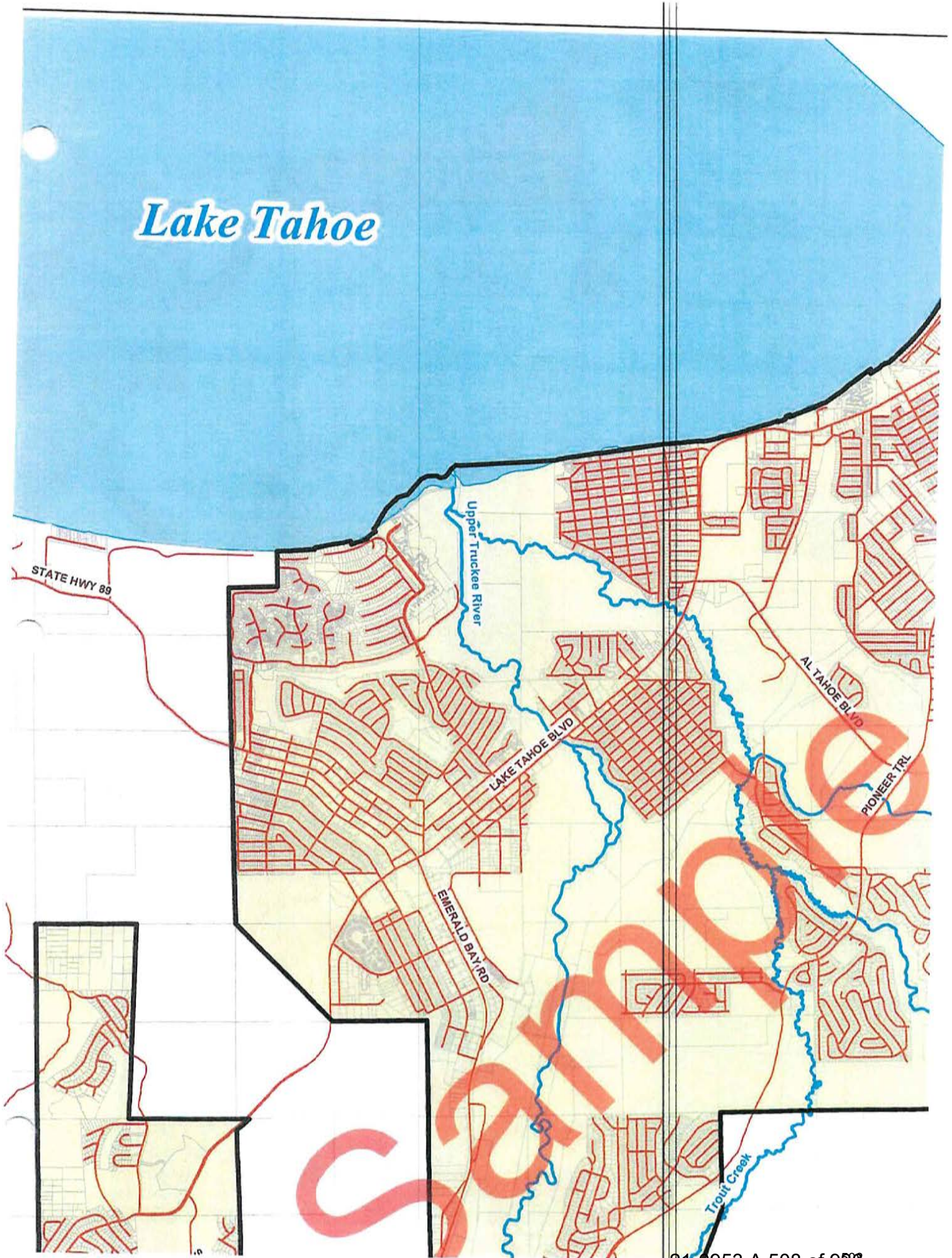
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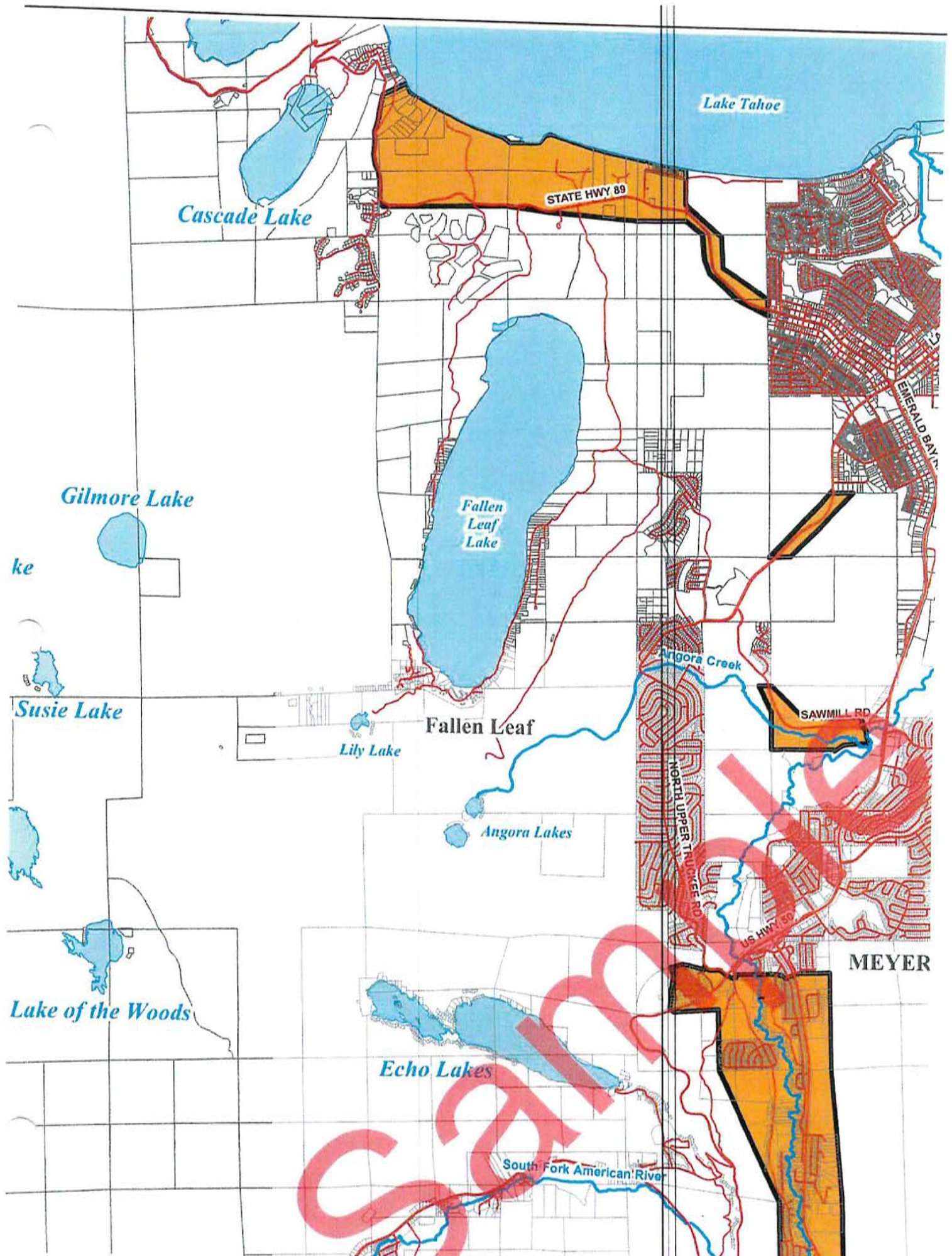
By: Barry
Board Secretary

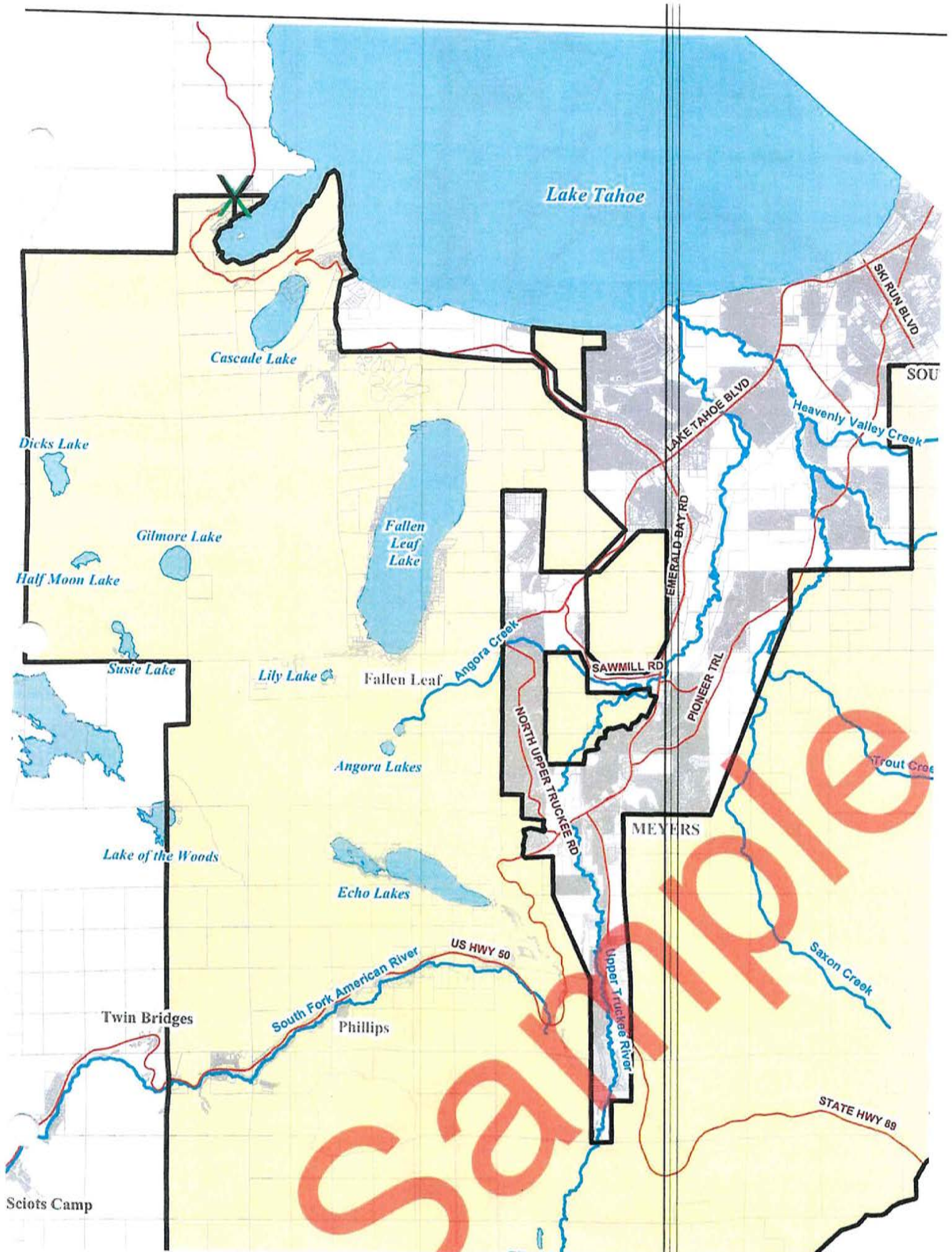
Dated: 8-26-19

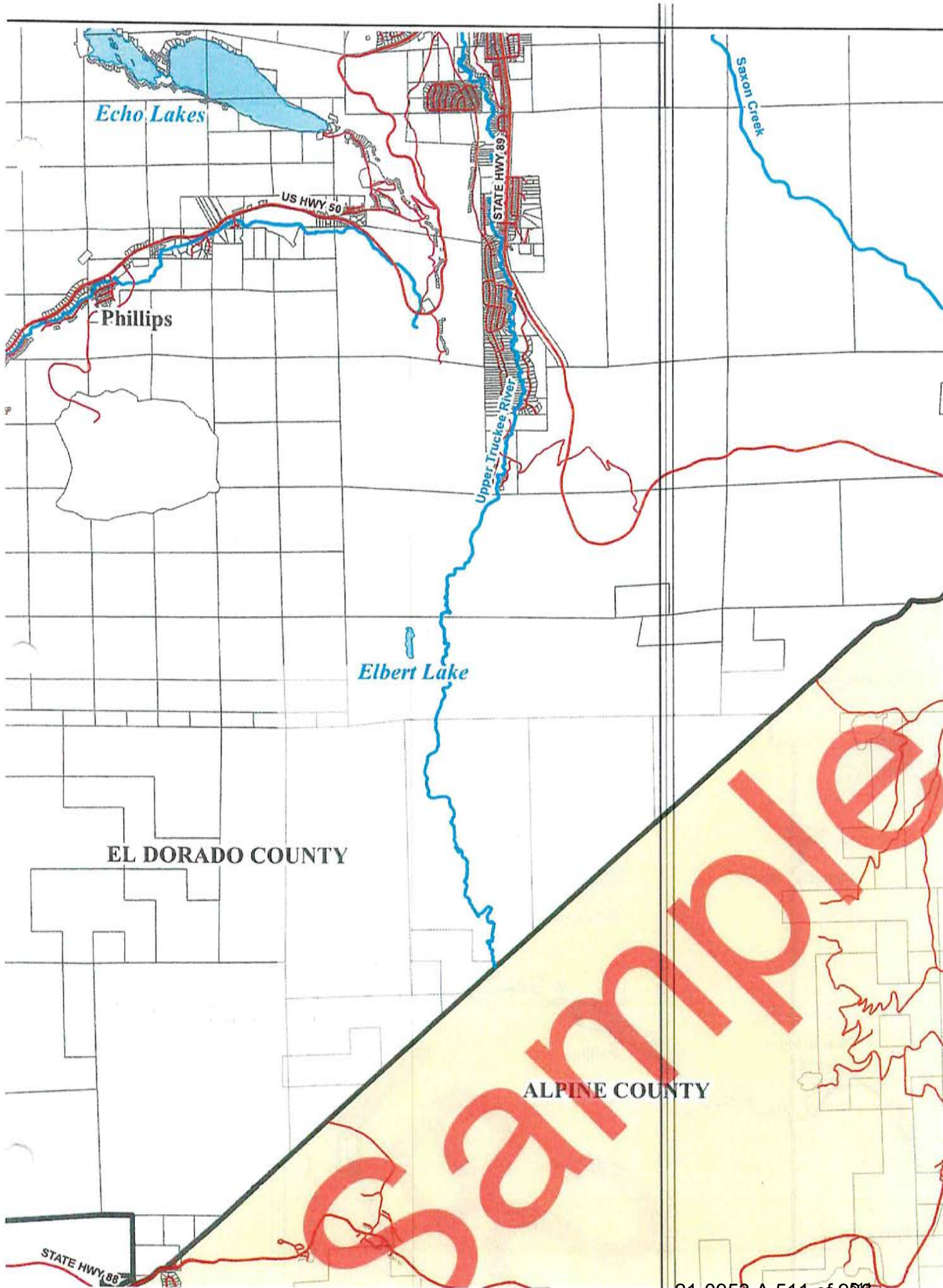


Lake Tahoe









APPENDIX B

2019 EL DORADO COUNTY AMBULANCE RATE SCHEDULE

Effective July 1, 2019

Description	Rate
ALS Emergency Base Rate ¹ – Resident	\$1,562
ALS Emergency Base Rate – Nonresident*	\$1,842
ALS Non-Emergency Base Rate ² – Resident	\$1,562
ALS Non-Emergency Base Rate – Nonresident*	\$1,842
ALS Level 2 ³ – Resident	\$1,647
ALS Level 2 – Nonresident*	\$1,927
Mileage	\$34/mile
Facility Waiting Time (per 1/4 hour)	\$288
Oxygen Use	\$121
Standby (Per Hour)	\$213
Critical Care Transport ⁴ – Resident	\$2,311
Critical Care Transport – Nonresident*	\$2,592
Treatment – No Transport ⁵	\$445
Medical Supplies & Drugs ⁶	Market Cost + 15%

¹ ALS Emergency Base Rate: This base rate is charged for all emergency transports for which the patient was transported to an acute care hospital or rendezvous point with an air ambulance at least 0.1 mile from the pick up location.

² ALS Non-Emergency Base Rate: This base rate is charged for non-emergency transfers from a private residence, convalescent care, skilled nursing facility, or hospital and does not require an emergency response (i.e., red lights and siren) to the pick up location.

³ ALS Level 2: This charge applies when there has been a medically necessary administration of at least three different medications or the provision of one or more of the following ALS procedures: manual defibrillation/cardioversion, endotracheal intubation, central venous line, cardiac pacing, chest decompression, surgical airway, or intraosseous line.

⁴ Critical Care Transport: This charge applies when a patient receives care from a registered nurse during transport from a hospital to another receiving facility.

⁵ Treatment – No Transport: This charge applies when the patient receives an assessment and at least one ALS intervention (i.e., ECG monitor, IV, etc.), but then refuses transport or is transported by other means (i.e., private car, air ambulance, etc.)

⁶ Medical Supplies & Drugs: Medical supplies and drugs are billed at provider's net cost plus a handling charge of 15% to cover the costs of materials, ordering, shipping and inventory control.

* Nonresident: Charge applies to a patient whose home address includes a city, state or zip code located outside El Dorado County.

CSA 3 Fixed Assets Inventory
As of June 25, 2018

Gold Tag #	Index	Serial Number	Manufacturer	Make	Model	Hardware ID	Agency	Unit Assigned To	Key Board	Year Acq.	Value
108847	408110	R52J50ADPNT	Samsung	Galaxy Tab S2	SM-T813NZKEXAR	ff875af4008e2456	CTESOA (JPA)	M1	Yes	2017	\$593
108848	408110	R52J50ADP2X	Samsung	Galaxy Tab S2	SM-T813NZKEXAR	b0ae591c461f9e34	CTESOA (JPA)	M2	Yes	2017	\$593
108849	408110	R52J50ADXAV	Samsung	Galaxy Tab S2	SM-T813NZKEXAR	ff4f64ac49500885	CTESOA (JPA)	M3	Yes	2017	\$593
108850	408110	R52J50ADZFP	Samsung	Galaxy Tab S2	SM-T813NZKEXAR	ff8e5b7f5e198444	Lake Valley FPD	M6	Yes	2017	\$593
108851	408110	R52J50AE1JZ	Samsung	Galaxy Tab S2	SM-T813NZKEXAR	ff366470e6c6af55	Lake Valley FPD	M7	Yes	2017	\$593
108852	408110	R52J50AE86B	Samsung	Galaxy Tab S2	SM-T813NZKEXAR	ff875ae551b3e697	Lake Valley FPD	E-6	Yes	2017	\$593
108853	408110	R52J50BFNBZ	Samsung	Galaxy Tab S2	SM-T813NZKEXAR	ff3664a54cb3e90f	Lake Valley FPD	E-7	Yes	2017	\$593
108854	408110	R52J50BFN7W	Samsung	Galaxy Tab S2	SM-T813NZKEXAR	ff30659590ffa46b	SLT Fire & Rescue	E-1	Yes	2017	\$593
108855	408110	R52J50BFQKP	Samsung	Galaxy Tab S2	SM-T813NZKEXAR	ff4f6448696a88f5	SLT Fire & Rescue	E-3	Yes	2017	\$593

Specifications for the Marking of El Dorado County Ambulances

A. Vehicle Striping - General

The driver, passenger, and rear side of the vehicle are striped the same. The top stripe is located 46 $\frac{3}{4}$ inches below the drip rail. The stripe is red reflective and is 1 $\frac{1}{2}$ inches thick and has a $\frac{1}{4}$ inch black pin stripe line on each side of the red stripe. There is a 1 $\frac{3}{4}$ -inch space between the first and the second stripe. The second stripe is non-reflective, 9 $\frac{1}{2}$ inches wide and has a $\frac{1}{4}$ inch black pin stripe on each side of the red stripe. There is a 1 $\frac{3}{4}$ -inch space between the second and third stripe. The third stripe is the same specifications as the first stripe.

B. Medic Unit Identification Plate Specifications

All medic unit number identification plates are constructed of stainless steel and measure 16 $\frac{3}{4}$ inches wide by 6 $\frac{1}{2}$ inches high with a $\frac{1}{2}$ inch lip around 3 sides of the plate to hold the slide in identification plate. The slide in identification plate is 16 $\frac{1}{4}$ inches wide by 6 inches high. The plate is white with red 5 $\frac{3}{4}$ inch red reflective letters with $\frac{1}{4}$ inch black stripes.

C. Vehicle Lettering – Module Sides (see Figures 1 & 2)

- a. The driver and passenger sides have the same words identifying *El Dorado County Emergency Medical Services* (Font Style Clarendon). The words *El Dorado County* are 6 inch red reflective letters with a $\frac{1}{4}$ inch black pin stripe around each letter. The highest arch of the lettering is located 12 inches from the bottom of the drip rail. The words *Emergency Medical Services* are 4 inch red reflective letters with a $\frac{1}{4}$ inch black pin stripe around each letter. The words *Emergency Medical* are 6 inches below the highest point of the arch of the letters *El Dorado County*. The word *Services* is 3-inch below *Emergency Medical*.
- b. The word *Fire* is 13 $\frac{1}{8}$ inches from the rear of the ambulance. The lettering is white reflective with a $\frac{1}{4}$ inch black pin stripe around each letter. The lettering is applied over the red stripe.
- c. Except where otherwise noted, all numbers and lettering font style is Helvetica.



Figure 1 – Driver's Side View



Figure 2 – Passenger Side View

D. Vehicle Lettering – Module Rear (see Figure 3)**a. Medic Unit Number Plate**

The top of the driver side number plate is located 19 inches below the drip line and 1½ inches from the door rail molding on the oxygen door.

The top of the passenger side number plate is located 9¾ inches below the top of the door drip line and centered on the compartment door.

b. Medic Unit Number

The top of the number plate is located 40½ inches below the bottom of the drip rail and centered between the passenger side of the patient cabin and the rear doors.

c. Paramedic

The word *Paramedic* is centered on the patient cabin. The top of the letters is 2 1/8 inches from the bottom of the light bar. The letters are 4 inch white reflective with ¼ inch pin stripe around each letter.



Figure 3 – Rear View

E. Vehicle Lettering – Module Front (see Figure 4)

a. Medic Unit Number

The top of the number plate is located $8 \frac{1}{4}$ inches below the bottom of the light bar and inset $10 \frac{3}{4}$ inches from the edge of the trim piece on the front of the patient cabin.

b. Paramedic

The word *Paramedic* is centered on the front of the patient cabin. The top of the letters is $2 \frac{1}{8}$ inches from the bottom of the light bar. The letters are 4 inch red reflective with $\frac{1}{4}$ inch pin stripe around each letter.



Figure 4 – Front View

Appendix "E"

HIPAA Business Associate Agreement

This Business Associate Agreement is made part of the base contract ("Underlying Agreement") to which it is attached, as of the date of commencement of the term of the Underlying Agreement (the "Effective Date").

RECITALS

WHEREAS, County and Contractor (hereinafter referred to as Business Associate ("BA")) entered into the Underlying Agreement pursuant to which BA provides services to County, and in conjunction with the provision of such services, certain Protected Health Information ("PHI") and Electronic Protected Health Information ("EPHI") may be disclosed to BA for the purposes of carrying out its obligations under the Underlying Agreement; and

WHEREAS, the County and BA intend to protect the privacy and provide for the security of PHI and EPHI disclosed to BA pursuant to the Agreement in compliance with the Health Insurance Portability and Accountability Act, Pub. L. No. 104-191 of 1996 ("HIPAA"), the Health Information Technology for Economic and Clinical Health Act, Public Law 111-005 (the "HITECH" Act), and regulation promulgated thereunder by the U.S. Department of Health and Human Services (the "HIPAA Regulations") and other applicable laws as may be amended from time to time; and

WHEREAS, County is a Covered Entity, as defined in the Privacy Rule and Security Rule, including but not limited to 45 CFR Section 160.103 ; and

WHEREAS, BA, when a recipient of PHI from County, is a Business Associate as defined in the Privacy Rule, the Security Rule, and the HITECH Act, including but not limited to 42 USC Section 17938 and 45 CFR Section 160.103; and

WHEREAS, "Individual" shall have the same meaning as the term "individual" in 45 CFR § 164.501 and shall include a person who qualifies as a personal representative in accordance with 45 CFR § 164.202(g);

WHEREAS, "Breach" shall have the meaning given to such term under the HITECH Act under 42 USC Section 17921; and

WHEREAS, "Unsecured PHI" shall have the meaning to such term under the HITECH Act and any guidance issued pursuant to such Act including, but not limited to 42 USC Section 17932(h).

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties agree as follows:

1. Definitions. Unless otherwise provided in this Business Associate Agreement, capitalized terms shall have the same meanings as set forth in the Privacy Rule, as may be amended from time to time.

2. Scope of Use and Disclosure by BA of County Disclosed PHI

- A. BA shall not disclose PHI except for the purposes of performing BA's obligations under the Underlying Agreement. Further, BA shall not use PHI in any manner that would constitute a violation of the minimum necessary policies and procedures of the County, Privacy Rule, Security Rule, or the HITECH Act.
- B. Unless otherwise limited herein, in addition to any other uses and/or disclosures permitted or authorized by this Business Associate Agreement or required by law, BA may:
- (1) use the PHI in its possession for its proper management and administration and to fulfill any legal obligations.
 - (2) disclose the PHI in its possession to a third party for the purpose of BA's proper management and administration or to fulfill any legal responsibilities of BA, or as required by law
 - (3) disclose PHI as necessary for BA's operations only if:
 - (a) prior to making a disclosure to a third party, BA will obtain written assurances from such third party including:
 - (i) to hold such PHI in confidence and use or further disclose it only for the purpose of which BA disclosed it to the third party, or as required by law; and,
 - (ii) the third party will immediately notify BA of any breaches of confidentiality of PHI to extent it has obtained knowledge of such breach.
 - (4) aggregate the PHI and/or aggregate the PHI with that of other data for the purpose of providing County with data analyses related to the Underlying Agreement, or any other purpose, financial or otherwise, as requested by County.
 - (5) not disclose PHI disclosed to BA by County not authorized by the Underlying Agreement or this Business Associate Agreement without patient authorization or de-identification of the PHI as authorized in writing by County.
 - (6) de-identify any and all PHI of County received by BA under this Business Associate Agreement provided that the de-identification conforms to the requirements of the Privacy Rule, 45 CFR and does not preclude timely payment and/or claims processing and receipt.
- C. BA agrees that it will neither use nor disclose PHI it receives from County, or from another business associate of County, except as permitted or required by this Business Associate Agreement, or as required by law, or as otherwise permitted by law.

3. Obligations of BA. In connection with its use of PHI disclosed by County to BA, BA agrees to:
- A. Implement appropriate administrative, technical, and physical safeguards as are necessary to prevent use or disclosure of PHI other than as permitted by the Agreement that reasonably and appropriately protects the confidentiality, integrity, and availability of the PHI in accordance with 45 CFR 164.308, 164.310, 164.312, and 164.504(e)(2). BA shall comply with the policies and procedures and documentation requirements of the HIPAA Security Rule.
 - B. Report to County within 24 hours of any suspected or actual breach of security, intrusion, or unauthorized use or disclosure of PHI of which BA becomes aware and/or any actual or suspected use or disclosure of data in violation of any applicable federal or state laws or regulations. BA shall take prompt corrective action to cure any such deficiencies and any action pertaining to such unauthorized disclosure required by applicable federal and state laws and regulations.
 - C. Report to County in writing of any access, use or disclosure of PHI not permitted by the Underlying Agreement and this Business Associate Agreement, and any Breach of Unsecured PHI of which it becomes aware without unreasonable delay and in no case later than five (5) days. To the extent the Breach is solely a result of BA's failure to implement reasonable and appropriate safeguards as required by law, and not due in whole or part to the acts or omissions of the County, BA may be required to reimburse the County for notifications required under 45 CFR 164.404 and CFR 164.406.
 - D. BA shall not use or disclose PHI for fundraising or marketing purposes. BA shall not disclose PHI to a health plan for payment or health care operations purposes if the patient has requested this special restriction, and has paid out of pocket in full for the health care item or service to which the PHI solely relates. BA shall not directly or indirectly receive remuneration in exchange of PHI, except with the prior written consent of the County and as permitted by the HITECH Act, 42 USC Section 17935(d)(2); however, this prohibition shall not affect payment by County to BA for services provided pursuant to the Agreement.
4. PHI Access, Amendment and Disclosure Accounting. BA agrees to:
- A. Provide access, at the request of County, within five (5) days, to PHI in a Designated Record Set, to the County, or to an Individual as directed by the County. If BA maintains an Electronic Health Record, BA shall provide such information in electronic format to enable County to fulfill its obligations under the HITECH Act, including, but not limited to, 42 USC Section 17935(e).

- B. Within ten (10) days of receipt of a request from County, incorporate any amendments or corrections to the PHI in accordance with the Privacy Rule in the event that the PHI in BA's possession constitutes a Designated Record Set.
 - C. To assist the County in meeting its disclosure accounting under HIPAA:
 - (1) BA agrees to implement a process that allows for an accounting to be collected and maintained by BA and its agents or subcontractors for at least six (6) years prior to the request. However, accounting of disclosure from Electronic Health Record for treatment, payment, or health care operations purposes are required to be collected and maintained for only three (3) years prior to the request, and only to the extent that BA maintains an electronic health record and is subject to this requirement. At the minimum, the information collected shall include: (i) the date of disclosure; (ii) the name of the entity or person who received PHI and, if know, the address of the entity or person; (iii) a brief description of PHI disclosed and; (iv) a brief statement of purpose of the disclosure that reasonably informs the individual of the basis for the disclosure, or a copy of the individual's authorization, or a copy of the written request for disclosure.
 - (2) Within in 30 days of notice by the County, BA agrees to provide to County information collected in accordance with this section to permit the County to respond to a request by an Individual for an accounting of disclosures of PHI.
 - D. Make available to the County, or to the Secretary of Health and Human Services (the "Secretary") , BA's internal practices, books and records relating to the use of and disclosure of PHI for purposes of determining BA's compliance with the Privacy Rule, subject to any applicable legal restrictions. BA shall provide County a copy of any PHI that BA provides to the Secretary concurrently with providing such information to the Secretary.
5. Obligations of County.
- A. County agrees that it will promptly notify BA in writing of any restrictions on the use and disclosure of PHI agreed to by County that may affect BA's ability to perform its obligations under the Underlying Agreement, or this Business Associate Agreement.
 - B. County agrees that it will promptly notify BA in writing of any changes in, or revocation of, permission by any Individual to use or disclose PHI, if such changes or revocation may affect BA's ability to perform its obligations under the Underlying Agreement, or this Business Associate Agreement.
 - C. County agrees that it will promptly notify BA in writing of any known limitation(s) in its notice of privacy practices to the extent that such limitation may affect BA's use of disclosure of PHI.

- D. County shall not request BA to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by County, except as may be expressly permitted by the Privacy Rule.
- E. County will obtain any authorizations necessary for the use or disclosure of PHI, so that BA can perform its obligations under this Business Associate Agreement and/or the Underlying Agreement.

6. Term and Termination.

- A. Term. This Business Associate Agreement shall commence upon the Effective Date and terminate upon the termination of the Underlying Agreement, as provided therein when all PHI provided by the County to BA, or created or received by BA on behalf of the County, is destroyed or returned to the County, or, if it is infeasible to return or destroy PHI, protections are extended to such information, in accordance with the termination provisions in this Section.
- B. Termination for Cause. Upon the County's knowledge of a material breach by the BA, the County shall either:
 - (1) Provide an opportunity for the BA to cure the breach or end the violation and terminate this Agreement if the BA does not cure the breach or end the violation within the time specified by the County.
 - (2) Immediately terminate this Agreement if the BA has breached a material term of this Agreement and cure is not possible; or
 - (3) If neither termination nor cures are feasible, the County shall report the violation to the Secretary.
- C. Effect of Termination.
 - (1) Except as provided in paragraph (2) of this section, upon termination of this Agreement, for any reason, the BA shall, at the option of County, return or destroy all PHI that BA or its agents or subcontractors still maintain in any form, and shall retain no copies of such PHI.
 - (2) In the event that the County determines that returning or destroying the PHI is infeasible, BA shall provide to the County notification of the conditions that make return or destruction infeasible, and BA shall extend the protections of this Agreement to such PHI to those purposes that make the return or destruction infeasible, for so long as the BA maintains such PHI. If County elects destruction of the PHI, BA shall certify in writing to County that such PHI has been destroyed.

7. Indemnity

- A. BA shall indemnify and hold harmless all Agencies, Districts, Special Districts and Departments of the County, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives (collectively "County") from any liability whatsoever, based or asserted upon any services of BA, its officers, employees, subcontractors, agents or representatives arising out of or in any way relating to BA's performance under this Business Associate Agreement, including but not limited to property damage, bodily injury, or death or any other element of any kind or nature whatsoever including fines, penalties or any other costs and resulting from any reason whatsoever to the extent arising from the performance of BA, its officers, agents, employees, subcontractors, agents or representatives under this Business Associate Agreement. BA shall defend, at its sole expense, all costs and fees including but not limited to attorney fees, cost of investigation, defense and settlements or awards against the County in any claim or action based upon such alleged acts or omissions.
- B. With respect to any action or claim subject to indemnification herein by BA, BA shall, at its sole cost, have the right to use counsel of its choice, subject to the approval of County, which shall not be unreasonably withheld, and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of County; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes BA's indemnification of County as set forth herein. BA's obligation to defend, indemnify and hold harmless County shall be subject to County having given BA written notice within a reasonable period of time of the claim or of the commencement of the related action, as the case may be, and information and reasonable assistance, at BA's expense, for the defense or settlement thereof. BA's obligation hereunder shall be satisfied when BA has provided to County the appropriate form of dismissal relieving County from any liability for the action or claim involved.
- C. The specified insurance limits required in the Underlying Agreement of this Business Associate Agreement shall in no way limit or circumscribe BA's obligations to indemnify and hold harmless the County herein from third party claims arising from the issues of this Business Associate Agreement.
- D. In the event there is conflict between this clause and California Civil Code Section 2782, this clause shall be interpreted to comply with Civil Code Section 2782. Such interpretation shall not relieve the BA from indemnifying the County to the fullest extent allowed by law.
- E. In the event there is a conflict between this indemnification clause and an indemnification clause contained in the Underlying Agreement of this Business Associate Agreement, this indemnification shall only apply to the subject issues included within this Business Associate Agreement.

8. Amendment The parties agree to take such action as is necessary to amend this Business Associate Agreement from time to time as is necessary for County to comply with the Privacy Rule, 45 CFR, and HIPAA generally.
9. Survival The respective rights and obligations of this Business Associate Agreement shall survive the termination or expiration of this Business Associate Agreement.
10. Regulatory References A reference in this Business Associate Agreement to a section in the Privacy Rule means the section as in effect or as amended.
11. Conflicts Any ambiguity in this Business Associate Agreement and the Underlying Agreement shall be resolved to permit County to comply with the Privacy Rule, 45 CFR, and HIPAA generally.

SECURITY AGREEMENT

between

California Tahoe Emergency Services Operations
Authority

and

The County of El Dorado

This Security Agreement is entered into on August 27, 2019, between the California Tahoe Emergency Services Operations Authority (hereinafter referred to as "CONTRACTOR"), whose principal place of business is 2211 Keetak Street, South Lake Tahoe, CA 96150, and the County of El Dorado (hereinafter referred to as "County") a political subdivision of the State of California.

WHEREAS, the Contractor is under contract to provide advanced life support services to County (A copy of the **Contract for Prehospital Advanced Life Support and Dispatch Services between El Dorado County and Contractor** is attached hereto as Exhibit A, and referred to hereinafter as "EMS Agreement"); and

WHEREAS, the EMS Agreement includes takeover rights for County to assume operations should there be a major breach of contract, which would include use of Contractor owned vehicles and equipment with which to provide advanced life support services;

NOW, THEREFORE, The Contractor agrees as follows:

Contractor grants to County a security interest in the property described in Exhibit A to this Agreement, incorporated herein and made by reference a part hereof. Such property shall be referred to in this Agreement as the Collateral:

The Contractor warrants the Collateral is to be used in the provision of ambulance services under the EMS Agreement dated _____. The Contractor's chief place of business is 2211 Keetak Street, South Lake Tahoe, CA 96150. Records regarding the Collateral and its assigned location will be kept at this address.

Title

1. Except for the security interest granted to the vendor, and to COUNTY, which is the subject of this Agreement, by this Agreement, the Contractor has, or on acquisition will have, full title to the Collateral free from lien, security interest, encumbrance, or claim, and the Contractor, at the Contractor's cost and expense, will defend any action that may affect the County's security interest in, or the Contractor's title to, the Collateral.

Financing Statement

2. The parties will execute any Financing Statements that may be required by the Uniform Commercial Code as enacted in California to perfect the security interest in the Collateral retained by the County under this Agreement. The Financing Statements will be on forms approved by the California Secretary of State, will be executed with this Agreement, and will be filed as required by the Uniform Commercial Code as enacted in California.

Sale, Lease, or Disposition of Collateral

3. The Contractor will not sell, contract to sell, lease, encumber, or dispose of the Collateral or any interest in it without the written consent of the County until this Security Agreement is satisfied in accordance with the terms and conditions of the EMS Agreement.

Insurance

4. Until final termination of this Security Agreement, the Contractor, at the Contractor's own cost and expense, will insure the Collateral with companies acceptable to the County against the casualties and in the amounts that the County will reasonably require, with a loss payable clause in favor of the Contractor and County as their interests may appear. County is authorized to collect sums that may become due under any of the insurance policies and apply them to the obligations secured by this Security Agreement. The Contractor must deliver a duplicate copy of each such policy to County.

Protection of Collateral

5. The Contractor will keep the Collateral in good order and repair and will not waste or destroy the Collateral or any part of it. The Contractor will not use the Collateral in violation of any statute or ordinance, and County will have the right to examine and inspect the Collateral at any reasonable time.

Taxes and Assessments

6. The Contractor will pay promptly when due all taxes and assessments on the Collateral, or any part of the Collateral, or for its use and operation.

Location and Identification

7. The Contractor will keep the Collateral identifiable, and easily located for as long as this Security Agreement remains in effect.

Security Interest in Proceeds and Accessions

8. The Contractor grants to County a security interest in and to all proceeds, increases, substitutions, replacements, additions, and accessions to the Collateral and to any part of the Collateral. This provision shall not be construed to mean that the Contractor is authorized to sell, lease, or dispose of the Collateral without the prior written consent of County.

Reimbursement of Expenses

9. At the option of County, County may discharge taxes, liens, interest, or perform or cause to be performed for and on behalf of the Contractor any actions and conditions, obligations, or covenants that the Contractor has failed or refused to perform. In addition, County may pay for the repair, maintenance, and preservation of the Collateral. County also may enter the premises where the Collateral or any part of it is located and cause to be performed as agent and on the account of the Contractor any acts that County deems necessary for the proper repair or maintenance of the Collateral or any part of it. All sums expended by County under this paragraph, including but not limited to, attorneys' fees, court costs, agent's fees, or commissions, or any other costs or expenses, will bear interest from the date of payment at the annual rate of three percent, will be payable at the place designated in the Contractor's note, and will be secured by this Security Agreement.

Change of Place of Business

10. The Contractor will promptly notify County of any change of the Contractor's chief place of business, or place where records concerning the Collateral are kept.

Attorney-in-Fact

11. The Contractor appoints County as the Contractor's attorney-in-fact to do any act that the Contractor is obligated by this Security Agreement to do, to exercise all rights of the Contractor in the Collateral, to make collections, to execute all papers and instruments, and to do all other things necessary to preserve and protect the County's security interest in the Collateral.

Time of Performance and Waiver

12. The failure of County to exercise any right or remedy will not constitute a waiver of any obligation of the Contractor or right of County and will not constitute a waiver of any other similar default that occurs later.

Default

13. The Contractor will be in default under this Security Agreement on the occurrence of any of the following events or conditions:

(a) Default in the EMS Agreement;

(b) Loss, theft, substantial damage, or destruction of the uninsured Collateral, sale, or additional encumbrance to or of any of the Collateral without compliance with Article 1, B (3) of the Contractor Agreement as amended, or the making of any levy, seizure, or attachment of or on the Collateral; or

(c) Death, dissolution, termination of existence, insolvency, business failure, appointment of the Contractor, assignment for the benefit of creditors, or the commencement of any proceeding under any bankruptcy or insolvency law by or against the Contractor.

Remedies

14. On the occurrence of any event of default, County may exercise its takeover rights in accordance with the terms and conditions of the EMS Agreement.

In the event of a takeover, County may require the Contractor to assemble the Collateral and make it available to County at any place to be designated by County that is reasonably convenient to both parties, or County may proceed in accordance with the terms and conditions of the EMS Agreement.

Governing Law

15. This Security Agreement will be construed in accordance with the laws of the State of California. All obligations of the parties created under this Security Agreement are performable in El Dorado County, California.

Parties Bound

16. This Security Agreement will be binding on and inure to the benefit of the parties and their respective heirs, executors, administrators, legal representatives, successors, and assigns as permitted by this Security Agreement.

Attorneys' Fees

17. If any litigation is begun between the parties to this Security Agreement concerning the Collateral, this Security Agreement, or the rights and duties of either party, the prevailing party will be entitled to a reasonable sum as reimbursement for that party's attorneys' fees and legal expenses.

Validity and Construction

18. If any one or more of the provisions contained in this Security Agreement is for any reason held to be invalid, illegal, or unenforceable, the invalidity, illegality, or unenforceability of that provision will not effect any other provision of this Security Agreement, and this Security Agreement will be construed as if the invalid, illegal, or unenforceable provision had never been contained in it.

APPENDIX F

IN WITNESS WHEREOF, the parties hereto have executed this Security Agreement the day and year first below written.

-- COUNTY OF EL DORADO --

Dated: 8-27-19


By: 
Sue Novasel, Chair
Board of Supervisors
"County"

ATTEST:
James S. Mitrison
Clerk of the Board of Supervisors

By:  Dated: 8-27-19
Deputy Clerk

-- CONTRACTOR --

California Tahoe Emergency Services Authority

By:  Dated: 8-19-19
Chairperson, Board of Directors
"Contractor"

ATTEST:

By:  Dated: 8-26-19
Board Secretary

CONTINGENT LEASE AGREEMENT
COUNTY OF EL DORADO

THIS CONTINGENT LEASE Agreement (Agreement) is entered into as of the day 27th of August, 2019, between the County Of El Dorado, a political subdivision of the State of California, (Lessee), and California Tahoe Emergency Services Operations Authority (hereinafter referred to as Lessor or Contractor).

WHEREAS, Lessor and Lessee have entered into an agreement for ambulance services (Contract # 4238), which is incorporated herein for all purposes, which contemplates that the parties would enter into a mutually agreed upon arrangement to facilitate Lessee's "Takeover rights" as described in the Contract; and

WHEREAS, in the event of a "takeover", Lessee desires to lease certain ambulances and certain items of equipment (collectively known as Equipment) specified on Exhibit A attached hereto and incorporated herein for all purposes, to Lessee, and Lessee desires to lease the Equipment from Lessor upon the terms and contained in this Agreement and based on the Contract; and

WHEREAS, there are no existing security interests or other encumbrances on the Equipment; and

WHEREAS, Lessor and Lessee agree that this Contingent Lease Agreement shall become effective and the Lessee shall lease the Equipment only upon occurrence of the contingency provided in section 3 hereof in the event of exercise of takeover rights in accordance with the Contract;

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements contained herein and other good and valuable consideration, the sufficiency of which are hereby acknowledged and confessed, the parties hereto, intending to be legally bound, do hereby represent, warrant, covenant and agree as follows:

- 1) Agreement to Lease: That all matters stated above are found to be true and correct and are hereby incorporated into the body of this Agreement as if copied herein in their entirety. This Agreement sets forth the terms and conditions upon which Lessor agrees to lease to Lessee, and Lessee agrees to lease from Lessor, the Equipment specified on Exhibit "A" attached hereto and incorporated by reference herein.
- 2) Acceptance: Lessor warrants that the Equipment complies in all respects with the terms and provisions of the Contract. Lessee hereby accepts the Equipment for lease upon and subject

to the terms and conditions of this Agreement "as is" and Lessee hereby agrees to be fully and completely bound by each and all of the terms and conditions hereof.

- 3) Lessee's Performance Rights and "Takeover Rights": This Agreement shall be contingent and effective solely upon the determination by the El Dorado County Board of Supervisors that a Major Breach as defined in the contract #4258 has occurred and Lessee's "takeover rights" or "performance rights" are activated in accordance with said contract. Once "takeover rights" are activated by Lessee by notice to Lessor that a majority vote of the El Dorado County Board of Supervisors has been made to effectuate an immediate "takeover" or takeover by Lessee pursuant to and by the Contract, then Lessee shall have the option, at its sole discretion to take possession and control of the Equipment subject to the terms and conditions of this Agreement.
- 4) Rent, Lease Term and Renewal: Upon Lessee exercising its performance rights, Lessee shall pay Lessor or Lessor's assignee or successor monthly rent for the Equipment in an amount equal to the fair market monthly rental value of the Equipment ("Rental Payment"), less any offset for amounts due from Lessor to Lessee under the Contract. One such Rental Payment shall be due and payable during the term of this Agreement on or before the first day of each calendar month succeeding the calendar month in which Lessee exercises its performance rights; provided that in the event the term hereof shall end during a calendar month or a subsequent sublease shall be executed, the rent for any fractional calendar month preceding the end of the term of this Agreement or the effective date of the subsequent sublease agreement, as applicable, shall be prorated by days. In addition, Lessee shall pay rent for the fractional calendar month in which Lessee exercises its performance rights prorated by days commencing with the day Lessee takes possession and control of the Equipment. The term of this Agreement ("Lease Term") shall commence on the exercise of Lessee's performance rights hereunder and shall continue for the same period of time as the Contract, unless sooner terminated pursuant to the provisions hereof. The amount of the fair market monthly rental value ("FMMRV") of the Equipment shall be determined by agreement of the Lessor and Lessee. In the event that the Lessor and Lessee cannot agree upon the fair market monthly rental value of the Equipment within three (3) months of the date when the initial Rental Payment amount or any subsequent adjusted Rental Payment amount becomes due ("Agreement Date"), the fair market monthly rental value of the Equipment shall be determined by the following appraisal process. Within ten (10) days after the FMMRV Agreement Date, each party shall select an appraiser and shall submit in writing the name of the appraiser so selected to the other party. Within twenty (20) days after the FMMRV Agreement Date, the two (2) appraisers so selected by the parties shall select a third, and the three (3) appraisers shall determine the FMMRV of the Equipment and shall submit in writing their determination to both parties within thirty (30) days of the FMMRV Agreement date. The three (3) appraisers' determination of the FMMRV of the Equipment shall be binding upon both Lessor and Lessee when approved by the El Dorado County Board of Supervisors.
- 5) Payment of Rent: The Rental Payments and any other payments under this Agreement shall be payable only from the current revenues of Lessee or any other funding source Lessee should choose and shall be made to Lessor or to Lessor's assignee or successor at Lessor's

address shown on the signature page hereof, or at such other address as Lessor or Lessor's assignee may designate, in immediately available funds in such coin or currency of the United States of America or other medium of exchange which at the time of payment shall be legal tender for the payment of public and private debts.

- 6) Non-appropriation of Funds: In the event funds are not budgeted and appropriated in any fiscal year of Lessee for Rental Payments due under this Agreement for the then current or succeeding fiscal year of Lessee, this Agreement shall impose no obligation on the Lessee as to such current or succeeding fiscal year of Lessee and this Agreement shall become null and void. No right of action or damage shall accrue to the benefit of Lessor, its successors or assignees, for any further payments. If the provisions of this are utilized by Lessee, Lessee agrees to promptly notify Lessor or Lessor's assignee within a reasonable amount of time that funds are not budgeted and appropriated, and to immediately and peaceably surrender possession of the Equipment to Lessor or Lessor's assignee or the appropriate entity. In all events, Lessee shall pay Rental payments for each month the Equipment is utilized by the Lessee or an agent of the Lessee.
- 7) Purchase Option: In the event Lessee has exercised its performance rights upon thirty (30) days prior written notice from Lessee to Lessor ("Purchase Option Notice"), and provided there is no Event of Default (as defined herein) or Incipient Default (as defined herein) then existing Lessee shall have the right to purchase the Equipment by paying to Lessor, on such date, the Rental Payment then due together with an amount equal to the then Fair Market Value ("Concluding Payment") of the Equipment, Fair Market Value of the Equipment shall be determined by agreement of the Lessor and Lessee. In the Purchase Option notice from the Lessee to the Lessor, the Lessee shall indicate what Lessee believes the Concluding Payment amount should be within ten (10) days after receipt of the Lessee's Purchase Option notice. Lessor shall notify Lessee in writing if Lessor disagrees with the Lessee's Concluding Payment amount as specified in the Lessee's Purchase Option notice ("Lessor's Response Notice"). In the event Lessor fails to deliver Lessee's Response Notice within ten (10) days after Lessor's receipt of the Lessee's Purchase Option notice, Lessor shall be obligated to sell the Equipment to Lessee for the Rental Payment then due together with the Concluding Payment amount set forth in Lessee's Purchase option notice. In the event Lessor delivers the Lessor's Response Notice in a timely fashion, then within ten (10) days after Lessee's receipt of Lessor's Response Notice, each party shall select an appraiser and submit in writing the name of the appraiser so selected to the other party. Within twenty (20) days after Lessee's receipt of Lessor's Response Notice, the two (2) appraisers so selected by the parties shall select a third appraiser, and the three (3) appraisers shall determine the fair market value of the Equipment and shall submit in writing, their determination to both Lessor and Lessee. Such determination by the three (3) appraisers of the fair market value of the Equipment shall be the Concluding Payment amount and shall be binding upon Lessor and Lessee. Upon satisfaction by Lessee of such purchase conditions, Lessor will transfer any and all of its right, title and interest in the Equipment to Lessee as is without warranty express or implied, except that Lessor shall warrant the Equipment is free and clear of any liens created by Lessor. Documentation verifying that any Equipment is free and clear of any liens created by Lessor will be provided to Lessee promptly.

- 8) Statement of Lease: This Agreement shall constitute a lease of personal property, and Lessee agrees to take all action necessary or reasonably requested by Lessor or Lessor's assignee to ensure that the Equipment shall be and remain personal property, and nothing herein shall be construed as conveying to Lessee any interest in the Equipment other than its interest as a Lessee. Lessee shall, at its expense, protect and defend the interests of Lessor or Lessor's assignee in the Equipment against all third party claims as a result of Lessee's negligent act, keep the Equipment free and clear of any mortgage, security interest, pledge, lien, charge, claim or other encumbrance (collectively, "Lien"), except any Lien arising solely through acts of Lessor or Lessee's assignee ("Lessor's Lien"); give Lessor or Lessee's assignee immediate notice of the existence of any such Lien; and defend Lessor or Lessor's assignee against any claim, liability, loss damage or expense arising in connection with any of the foregoing.
- 9) Use: The Equipment set out in Exhibit "A" which is incorporated herein for all purposes may be subleased to a sublessee for use and operation pursuant to the Contract. The Equipment will be used for providing ambulance services to the Lessee and operated by Lessee and any sublessee in the ordinary conduct of their business by qualified employees and agents of Lessee and of any sublessee and in accordance with all applicable manufacturer and vendor instructions as well as with all applicable legal and regulatory requirements. Lessee shall not change, or permit any sublessee to change, the location of any of the Equipment from El Dorado County CSA No. 3 without obtaining Lessor's or Lessor's assignee's prior written consent.
- 10) Maintenance and Alterations: Lessee and any sublessee shall, at its expense, repair and maintain the Equipment so that it will remain in the same condition as when delivered to Lessee, ordinary wear and tear from proper use excepted. Such repair and maintenance shall be performed in compliance with all requirements necessary to enforce all product warranty rights and with all applicable legal and regulatory requirements. Lessee shall enter into and keep in effect during the Lease Term those maintenance agreements with respect to the Equipment required by this Agreement or hereafter required by Lessor or Lessor's assignee. Lessee shall, at its expense, make such alterations ("Required Alterations") to the Equipment during the Lease Term as may be required by applicable legal and regulatory requirements. In addition, Lessee may at its expense, without Lessor's consent, so long as no Event of Default or event which with the passage of time or giving of notice or both, would constitute an Event of Default ("Incipient Default"), has occurred and is continuing, make alterations ("Permitted Alterations") to any of the Equipment which do not impair the commercial value or originally intended function or use of such Equipment and which are readily removable without causing damage to such Equipment. All Required Alterations and Permitted Alterations, if any, shall be made only if permitted by applicable laws and only if made in conformance with applicable laws. Any Permitted Alterations not removed by Lessee prior to the return of such Equipment to Lessor or Lessor's assignee, and all Required Alterations, shall immediately without further action become the property of Lessor or Lessor's assignee and part of such Equipment for all purposes of this Agreement. Other than as provided in this Section hereof, Lessee may make no alterations to any of the Equipment. Any prohibited alterations to any of the Equipment shall, at Lessor or Lessor's assignee's election, immediately become the property of Lessor or Lessor's assignee without further action and

without Lessor or Lessor's assignee thereby waiving any Incipient Default (as defined herein) or Event of Default (as defined herein) .

- 11) Return: Unless Lessee elects to exercise its purchase option as provided in this Contingent Lease Agreement hereof, at the expiration or earlier termination of the Lease Term, Lessee shall, at its expense, return such Equipment to Lessor or Lessor's assignee at Lessor's address unless otherwise agreed in writing by Lessee and Lessor.
- 12) Identification: Lessor shall, at its expense, place and maintain permanent markings on the Equipment evidencing ownership, security and other interests therein, as specified from time to time by Lessor or Lessor's assignee. Lessee shall not place or permit to be placed any other markings on any Equipment which might indicate any ownership or security interest in such Equipment. Any markings on any Equipment not made at Lessor's or Lessor's assignee's request shall be removed by Lessee, at its expense, prior to the return of such Equipment to Lessor or Lessor's assignee in accordance with Section 11 of this Contingent Lease Agreement entitled "Return" hereof.
- 13) Inspection: Upon reasonable prior notice, Lessee shall make the Equipment and all related records available to Lessor or Lessor's assignee or the agents of Lessor or Lessor's assignee for inspection during regular business hours at the location of such Equipment. Lessee acknowledges that at the time of "takeover", if any, Lessee or its agents will fully inspect the Equipment and verify that the Equipment is in good condition and repair and that the Lessee will accept the Equipment as is in accordance with this Contingent Lease Agreement at the paragraph entitled "Acceptance".
- 14) Lessee Sublease or Assignment: Lessee and Lessor agree that Lessee has the right to sublease the Equipment pursuant to a sublease agreement as Lessee's sole discretion may hereafter determine. Lessee shall further have the right, in the event of termination of any sublease agreement, or termination of a subsequent sublease agreement, to sublease the Equipment under the terms and conditions as Lessee shall determine to another sublessee. If Lessor has failed to perform under the terms of this Contingent Lease Agreement or the Contract then Lessor's approval of a sublessee shall not be required. If Lessee elects not to exercise its performance rights, or fails to budget and appropriate funds as provided in the paragraph of this Contingent Lease Agreement entitled "Non-Appropriation of Funds" hereof, this Contingent Lease Agreement shall terminate automatically in accordance with Section 6 hereof entitled "Non-appropriation of Funds".
- 15) Lessor Assignment: Lessor or Lessor's assignee may from time to time, after prior written approval of Lessee, which approval shall not be unreasonably withheld or delayed, assign or otherwise transfer (collectively "Transfer"), in whole or in part, this Agreement, or any of its interests, rights or obligations with respect thereto, including without limitation any Rental Payment and any other sums due or to become due under this Agreement, to one or more persons or entities (hereinafter referred to as "Assignee"). Each Assignee shall have, to the extent provided in any Transfer document, all of Lessor's rights, powers, privileges and remedies provided at law, equity or in this Agreement.

- 16) Liens: Lessee shall not directly or indirectly create, incur, assume or suffer to exist any Lien on or with respect to any Equipment Lessor's or an Assignee's title to any such Equipment, or other interest or right of Lessor or an Assignee with respect thereto, except Lessor's Liens. Lessee, at its expense, shall promptly pay, satisfy and take such other actions as may be necessary or reasonably requested by Lessor or an Assignee to keep the Equipment free and clear of, and to duly and promptly discharge, any such Lien, except for any liens caused by Lessor.
- 17) Risk of Loss: Lessee shall bear all risk of loss, damage, theft, taking, destruction, confiscation or requisition with respect to the Equipment, however caused or occasioned, except where caused by the negligence of Lessor, which shall occur prior to the return of such Equipment in accordance with paragraph 11 in Contingent Lease Agreement entitled "Return". In addition, Lessee hereby assumes all other risks and liabilities, including without limitation personal injury or death and property damage, arising with respect to the Equipment, except where caused by the negligence of Lessor, including without limitation those arising with respect to the manufacture, purchase, ownership, shipment transportation, delivery, installation, leasing, possession, use, storage and return of such Equipment, howsoever arising, in connection with any event occurring prior to such Equipment's return in accordance with paragraph 11 in Contingent Lease Agreement entitled "Return". In no event shall Lessee's liability with respect to the Equipment exceed the fair market value of the Equipment, taking into account the age and condition of the Equipment at the time of the loss, damage, the taking, destruction, confiscation or requisition.
- 18) Casualty: If any of the Equipment shall become lost, stolen, destroyed or irreparably damaged from any cause whatsoever, or shall be taken, confiscated or requisitioned (any such event herein called an "Event of Loss"), Lessee shall promptly notify Lessor of the occurrence of such Event of Loss.
- 19) Insurance: Lessee or any sublessee hereunder shall, at its expense, cause to be carried and maintained for all of the Equipment, commencing at the time any risk shall pass to Lessee as to such Equipment and continuing until the return of such Equipment in accordance with the paragraph 11 in Contingent Lease Agreement entitled "Return", insurance against such risks, under Lessee's self-insurance program or, at Lessee's sole option, some other program mutually agreed to by Lessor and Lessee. If any insurance proceeds are received with respect to an occurrence which does not constitute an Event of Loss, such proceeds shall be applied to payment for repairs. If any insurance proceeds are received by Lessee or any sublessee or an Assignee with respect to an occurrence which constitutes an Event of Loss, such proceeds shall be applied first toward replacement Equipment or applied toward repair of Equipment to a serviceable condition, and then toward the Rental Payments due. Within ten (10) days of Lessee taking possession and control of the Equipment, and, if an insurance policy is issued, on a date not less than thirty (30) days prior to each insurance policy expiration date, Lessee shall deliver to Lessor certificates of insurance or proof of self insurance or other evidence satisfactory to Lessor showing that such insurance coverage is and will remain in effect in accordance with Lessee's obligations under this Section, Lessor shall be under no duty to ascertain the existence of any insurance coverage or to examine any certificate of insurance or other evidence of insurance coverage or to advise Lessee in the event the insurance

coverage does not comply with the requirements hereof. Lessee shall give Lessor prompt notice of any damage, loss or other occurrence required to be insured against with respect to any Equipment.

- 20) Taxes and Fees: Except to the extent exempted by law, Lessee hereby assumes liability for, and shall pay when due all fees, taxes and governmental charges (including without limitation interest and penalties) of any nature imposed upon the Equipment, or the use thereof except any taxes on or measured by Lessor's income or the value of any of Lessor's interest in this Agreement or the Equipment.
- 21) Limited Warranty: Lessor warrants to Lessee that, so long as no Incipient Default or Event of Default has occurred and is continuing, Lessor will not interfere with Lessee's use and possession of the Equipment. Lessor, not being the manufacturer or vendor of the equipment, makes no other representation or warranty, express or implied, as to the suitability or fitness for any particular purpose the quality of the material or workmanship of the equipment.
- 22) Events of Default: Time is of the essence in the performance of all obligations of Lessee. An "Event of Default" shall occur if (a) Lessee fails to make any Rental Payment for which funds have been appropriated and budgeted by Lessee as it becomes due in accordance with the terms of this agreement and any such failure continues for a period of ten (10) days after written notice to Lessee from Lessor, or (b) Lessee violates any covenant, term, or provision of this Agreement, and such violation shall continue unremitted for a period of ten (10) days after written notice to Lessee from Lessor. Failure of Lessee to budget and appropriate funds in any fiscal year of Lessee for Rental Payments due under this Agreement shall not constitute an Event of Default.
- 23) Remedies: If one or more Events of Default shall have occurred and be continuing after the ten (10) day notice period has lapsed, Lessor or Lessor's assignee at its option, may:
 - A) proceed by appropriate court action or actions, either at law or in equity, to enforce performance by Lessee of the applicable covenants of this Agreement or to recover damages for the breach thereof, or
 - B) by notice to Lessee terminate this Agreement, whereupon all rights of Lessee to the possession and use of the Equipment shall absolutely cease and terminate as though this Agreement as to such Equipment had never been entered into; provided, however, Lessee shall nevertheless remain fully and completely liable under this Agreement only for the payment of the outstanding Rental Payments for the balance of the then current month; and thereupon Lessor or Lessor's assignee may without notice, by its agents, enter upon the premises of Lessee where any of the Equipment may be located and take possession of all or any of such Equipment and from that point hold, possess, operate, sell, lease and enjoy such Equipment free from any right of Lessee, its successors and assigns, to use such Equipment for any purposes whatsoever.

The remedies of Lessor referred to in this Section shall be deemed exclusive.

- 24) Information: Lessee agrees to furnish Lessor or an Assignee such information concerning the Equipment as Lessor or an Assignee may reasonably request.
- 25) Late Charges: Any nonpayment of Rental Payment or other amounts payable under this Agreement shall result in Lessee's obligation to promptly pay Lessor or Lessor's assignee as additional rent on such overdue payment, for the period of time during which it is overdue, interest at the highest lawful rate authorized to be paid by municipalities of the State of California.
- 26) Lessor's Right to Perform for Lessee: If Lessee fails to duly and promptly pay (except pursuant to the paragraph in this Contingent Lease Agreement entitled "Non-Appropriation of Funds"), perform or comply with any of its obligations, covenants or agreements under this Agreement, Lessor or an Assignee may itself pay, perform or comply with any of such obligations, covenants or agreements for the account of Lessee, in such event, any amount paid or expense incurred by Lessor or an Assignee in connection therewith shall on demand, together with interest as provided in the paragraph in this Contingent Lease Agreement entitled "Late Charges", be paid to Lessor or an Assignee.
- 27) Notices: Any consent, instruction or notice required or permitted to be given under this Agreement shall be in writing and shall become effective when delivered, or if mailed when deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested, and addressed to Lessor, Lessee or an Assignee, as the case may be, at their respective addresses set forth herein or at such other address as Lessor, Lessee or an Assignee shall from time to time designate to the other party by notice similarly given.
- 28) Miscellaneous: No term or provision of this Agreement may be amended, altered, waived, discharged or terminated except by an instrument in writing signed by a duly authorized representative of the party against which the enforcement of the amendment, alteration, waiver, discharge or termination is sought. This Agreement shall be governed in all respects by, and construed in accordance with, the laws of the State of California. Subject to all of the terms and provisions of this Agreement, all of the covenants, conditions and obligations contained in this Agreement shall be binding upon and inure to the benefit of the successors and assigns of the parties. This Agreement, any documents executed and delivered in connection herewith, including but not limited to the Guaranty and any subsequent guaranty, the Non-disturbance Agreement of the Bank, and the Contract and any documents executed in connection with said Contract shall constitute the entire agreement of Lessor and Lessee with respect to the Equipment leased hereby, and shall automatically cancel and supersede any and all prior oral or written understandings with respect hereto. This Agreement may be executed in any number of counterparts, each of which, when so executed and delivered, shall be an original but all such counterparts taken together shall constitute one and the same instrument. The headings in this Agreement shall be for convenience of reference only and shall form no part of this Agreement. Whenever the context requires, the covenants, conditions and obligations contained in this under this Agreement shall survive the delivery and return of the Equipment leased hereunder.

APPENDIX G

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first written above.

LESSOR / CONTRACTOR



, Chairperson

California Tahoe Emergency Services Operations Authority
Board of Directors
(Contractor)

Date: 8-19-19

Attest:

By: 
Corporate Secretary

Date: 8-26-19

LESSEE



Sue Novasel, Chair
Board of Supervisors
County of El Dorado

Date: 8-27-19

Attest: James Mitrishin
Clerk of the Board of Supervisors

By: 
Deputy

Date: 8-27-19

APPENDIX G Contents:

CTESOA Community Paramedicine Post Hospital Discharge Program



Community Paramedic Post Discharge Pilot Project

**Helping Patients Navigate The Post Discharge
Environment, While Promoting Safety, Healing
And Advocacy**

**August 2017
Version 2.1
12.25.2017**

Cal Tahoe EMS

**Approved by CA EMSA and CA Office of
Statewide Health Planning and
Development for Operations
(Pending IRB Approval)**

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OVERVIEW

TITLE OF PROJECT

South Lake Tahoe Community Paramedic Post Hospital Discharge Follow-Up Program

DESCRIPTION OF PROPOSED CONCEPT

This program is structured to provide vulnerable adult populations within the South Lake Tahoe community short-term, post-hospital discharge services helping the patient to decrease hospital readmission and promote a healthy and safe transition from the hospital into the home environment during this critical period. The program will help patients prevent simple medical issues from becoming potential life-threatening emergencies during the 30-day post-hospital discharge phase. Barton Health and Cal Tahoe EMS will work in partnership to provide a Community Paramedic in-home assessment within 72 hours of discharge from the hospital (including the emergency department), for at risk populations (adult patients who have a discharge diagnosis of congestive heart failure, chronic obstructive pulmonary disease, diabetes and Primary Care Provider discretion based on high probability of readmission). Patients who meet inclusion criteria and agree to participate (*see consent form, pg. 35*) will have hospital pre-discharge conference with Barton Health Case Management to complete consent forms and trigger entry into the program.

Directly after the in-home assessment, the Community Paramedic will assign the patient a post discharge priority level (Levels 1 through 4) utilizing approved protocol, helping to establish an “Action Plan” for the 30 day post-hospital discharge period. The “Action Plan” will help the Community Paramedic to algorithmically identify and provide for the needs of the patient during this critical time period, driven by the post discharge priority level:

- **(Level 1) No action needed, patient is maintaining or improving discharge health status and can wait for scheduled follow-up appointment**
- **(Level 2) Further Community Paramedic follow-up needed through either phone consultation or second in home visit (see CP Post Discharge Assessment Protocol, pg. 18, for complete details)**
- **(Level 3) Referral for Primary Care Provider(PCP) follow up needed**
- **(Level 4) Entry into 911 EMS System for ALS care and transport to Barton Health ED (see CP Medical Direction Chain of Command Policy, pg. 34, for medical direction details)**

OVERVIEW

PROJECT MANAGEMENT

Local oversight of the pilot program will include:

- El Dorado County Medical Director
- Barton Health Medical Director
- Local Pilot Project Manager
- El Dorado County CQI Committee
- El Dorado County Community Paramedic Steering Committee

GEOGRAPHIC AREA SERVED

- Greater South Lake Tahoe area (East El Dorado County):
 - South Lake Tahoe
 - Twin Bridges
 - Kyburz
 - Fallen Leaf

PARTNERS

- Cal Tahoe EMS
- Barton Health (partner hospital)
- Lake Valley Fire Protection District
- Barton Home Health Services
 - Home Health Services is excited as this program will work in collaboration with existing infrastructure to provide post-discharge support to the community through mobile integrated healthcare. Community Paramedics will provide up to two in home visits and two phone consultations within 30-day post-discharge period after which the patient will be referred to Barton Home Health Services for further evaluation.

OVERVIEW

NEED FOR PROJECT

East El Dorado County (greater South Lake Tahoe area) is a rural mountainous community served by one hospital (Barton Health, level III trauma center), with the next closest hospital one hour away, located in the state of Nevada. This isolated setting necessitates a high level of functionality and independence in local community and public services. This Community Paramedic Pilot Project is designed to pragmatically serve the South Lake Tahoe Community and partner hospital during the critical 72-hour window post-discharge period and develop an “Action Plan” for the following 27 days to reduce patient readmissions and promote community health.

The 2017 University of California, San Francisco evaluation of the 2015-2016 California Community Paramedicine Pilot Project found that many home health agencies are often unable to schedule home visits until at least one week after hospital discharge, with many of the readmissions occurring within the first week post discharge window (Coffman, Wides, Niedzwiecki & Geyn, 2017). Community Paramedics function to help bridge this gap and serve as a resource to both patient and partner hospital.

In 2016 Barton Health saw 20,938 patients in its Emergency Department. 2,410 of those patients were admitted to the hospital and subsequently discharged, 9% of those discharged were readmitted within 30 days. 50% of these readmissions occurred within 72 hours of discharge. Barton Health finds many of these readmissions are due to congestive heart failure, chronic obstructive pulmonary disease and diabetes. The complexity of these diagnostic groups in conjunction with other co-morbidities causes confusion during the first 72-hours post-discharge, when the patient transitions from hospital to home. This confusion causes compliance issues with discharge instructions/education. In the 2015 Pilot Project, Community Paramedics identified 129 patients (14% of total pilot project participants) who misunderstood how to take their medications or had duplicate medications, with either of these scenarios having the potential of leading to adverse effects (Coffman, Wides, Niedzwiecki & Geyn, 2017). The above scenario exemplifies how Community Paramedics can be an asset in identifying and reconciling post discharge issues, preventing negative patient outcomes, emergency department visits and hospital readmission. This construct improves patient care and overall patient health while reducing health care costs (Triple Aim Framework).

OVERVIEW

PURPOSE AND OBJECTIVES

The purpose of this Community Paramedic Pilot Project is to reduce the 30-day readmission rate of at risk populations treated in Barton Health while promoting patient safety, healing and advocacy. To accomplish this Community Paramedics will:

- Identify and enter Barton Health patients meeting pilot project inclusion criteria prior to discharge
- Conduct in-home assessment within 72 hours of discharge from Barton Health
 - Perform Community Paramedic history and physical
 - Help patient understand their hospital discharge instructions
 - Conduct in-home medication reconciliation
 - Evaluation of patient's ability to perform Activities of Daily Living (ADLs)
 - Assign patient a post discharge priority level to establish Community Paramedic Action Plan during the 30-day post-discharge period
 - Help patient coordinate any necessary follow-up care
 - Help improve access to PCP
 - Help improve access to other public health/community services
- Conduct in-home safety assessment
 - Identifying potential fall risks
 - Smoke detector checks
 - Carbon monoxide detector checks
 - Fire extinguisher checks
 - Snow removal hazards
- Use electronic Community Paramedic post-discharge assessment tool following El Dorado County EMSA documentation policies/procedures
- Capture Community Paramedic data allowing comparison of Barton Health diagnosis group readmission rates and analysis of readmission costs (CMS penalties + average length of stay) with and without the presence of Community Paramedic pilot project
- Attend monthly Community Paramedic specific training updates to facilitate adjustments in operations as directed by local Community Paramedic Steering Committee
- Conduct patient satisfaction surveys

OVERVIEW

ESTIMATED PROJECT LENGTH

1 year

TYPES AND NUMBER OF PATIENTS LIKELY TO BE SEEN

This Pilot Project is designed to service South Lake Tahoe's at risk populations (adults 18 years and older) in the post discharge environment after Barton Health hospitalization or emergency department visit. This includes patients with a discharge diagnosis of:

- 1. Congestive Heart Failure**
- 2. Chronic Obstructive Pulmonary Disease**
- 3. Diabetes**

And:

4. Primary Care Provider (PCP) Discretion Based On High Probability Of Readmission

1. Examples include:

1. Complex medical history not outlined in the above diagnosis groups
2. Soft tissue infection
3. PCP feels discharge instructions are poorly understood due to stress/anxiety of circumstances/hospital environment

- Barton Health patients that wish to participate and are homeless will not be excluded. Community Paramedic post-discharge assessment appointment will be scheduled prior to patient discharge (including meeting location).
- ***Expected number of Pilot Project participants is 15 - 25 per month. Expected average length of initial visit is 1 to 2 hours. Anticipated time needed for charting associated with each initial CP visit is 30 - 45 minutes. Average times may decrease through repetition and learned efficiency.***

OVERVIEW

ANTICIPATED NUMBER OF COMMUNITY PARAMEDICS

Initially, three paramedics will be trained as Community Paramedics to function within the Pilot Project. This number represents 17% of our full time operations staff. Each paramedic will complete the Community Paramedic Core Training Program approved by the California EMS Authority and Pilot site-specific Community Paramedic training approved by the El Dorado County EMS Agency.

FUTURE ANTICIPATED EMPLOYMENT OPPORTUNITIES

The opportunity to observe Community Paramedics operating in a mountainous community will serve as a learning model for other isolated and rural communities. It seems likely that several of the proposed Community Paramedic concepts would have high functional value in many of California's rural EMS/hospital systems, leading to further expansion throughout the state creating numerous employment opportunities for these highly-skilled clinicians.

OVERVIEW

OTHER PROJECTS/PROGRAMS SERVING AS MODELS

Extensive research of previous Community Paramedic Pilot Projects, existing Community Paramedic Programs and careful examination of University of California, San Francisco's 2017 evaluation of the 2015 California Community Paramedicine Pilot Project all served as strong influences in the development of this proposal.

Pilot Projects Serving As Models

Butte County EMS Pilot Project of 2015 (Community Paramedicine, 2014)

Solano County Community Paramedic Pilot Program of 2015 (Community Paramedicine, 2014)

UCLA's Community Paramedic Effectiveness Strategies For Heart Failure of 2015 (Community Paramedicine, 2014)

Alameda County Community Paramedic Pilot Project of 2015 (Community Paramedicine, 2014)

San Bernardino County Community Paramedicine Pilot Project of 2015 (Community Paramedicine, 2014)

Maine EMS Community Paramedicine Pilot Program Evaluation (Pearson, 2015)

Currently Existing Community Paramedic Program As A Model

Eagle County Paramedic Services Community Paramedic Program (Eagle County, 2013)

***The evolution of paramedicine and the healthcare systems it serves
can only happen with the sharing of knowledge gained from both
successes and challenges experienced before.***

MANAGEMENT

OPERATIONAL METHODOLOGY

1. Barton Health Case Management will contact patient or their medical decision maker who meet inclusion criteria prior to hospital discharge to explain the Community Paramedic Post-Hospital Discharge Follow-Up Program. If patient agrees to participate in the program Case Management will:
 1. Obtain required informed consent for pilot project participation
 2. Obtain appropriate patient paperwork from hospital for program
 3. Fax the above documents to Community Paramedic Coordinator
2. Community Paramedic coordinator will contact patient via telephone within 6-24 hours of discharge to schedule Community Paramedic in-home post-discharge assessment between hours 24 and 72 of discharge.
3. Community Paramedic will conduct in-home assessment as scheduled and determine post discharge priority level utilizing approved protocol (based on assessment and patient needs) to establish an “Action Plan” for the 30 day post-hospital discharge period.
 1. **(Level 1) No action needed: patient is maintaining or improving discharge health status and can wait for scheduled follow-up appointment**
 2. **(Level 2) Action Needed: Further Community Paramedic follow-up needed through either phone consultation or second in home visit due to the following occurrences during first in-home visit:**
 1. **Home safety issue identified (second in-home follow up in 1 week to provide and install detector(s)/extinguisher and/or assist with other in home safety issues)**
 1. **smoke/carbon monoxide detector issues**
 2. **no fire extinguisher in home**
 3. **fall hazard in or around home environment**
 4. **other home safety issues**
 2. **Initial Discharge Planning clarification needed (phone consultation follow-up in 1 week to reinforce teaching)**
 3. **Medication Issue discovered during medication reconciliation (phone consultation follow-up in 1 week to reinforce teaching)**
 3. **(Level 3) Action Needed: The patient is exhibiting signs and symptoms in which same day appointment is needed (or as soon as can be scheduled) with PCP (as outlined in discharge instructions) or Community Paramedic-PCP phone consultation is needed, after which the patient is referred to Home Health Services for long term follow up care (if needed)**
 4. **(Level 4) Action Needed: The patient’s condition is acute (as outlined in El Dorado County Protocols) and requires entry into 911 EMS system for transport to Barton Health ED (ALS care and transport will be initiated by Community Paramedic immediately)**

MANAGEMENT

4. During in home assessment Community Paramedics will evaluate the need for other public health/community services, and arrange referrals as appropriate. Referral examples include:
 1. Mental Health services
 2. Home Health services
 3. Drug and alcohol treatment programs
 4. Financial assistance services
 5. Food and clothing services
 6. Housing assistance services
 7. Transport assistance providers
 8. Domestic violence resources
 9. Snow removal assistance program
 10. Referral to community support groups (ex: Al-Anon, AA, Diabetes support groups, freedom from smoking classes, gamblers anonymous, mommy and me, NA, overeaters anonymous, reflection of life and loss, survivors of suicide, and tobacco free)
5. Community Paramedic will use e-PCR post discharge assessment tool to capture data allowing Local Paramedic Steering Committee to perform 100% CQI, evaluation and a recording of all information for interpretation/evaluation, and collaboration with UCSF.
6. At the conclusion of every in-home visit the patient will be given a satisfaction survey

SEE APPENDIX A, PG 18, FOR COMMUNITY PARAMEDIC PROTOCOLS

LOCAL GOVERNANCE AND MEDICAL CONTROL

This pilot project will be approved and governed locally by the El Dorado County EMS Agency medical director. Community Paramedics working within this pilot will work under the direction of the El Dorado County Community Paramedic Steering Committee led by the county medical director. Additional medical control for field operations will be provided by the base hospital (Barton Health), if needed.

SEE APPENDIX B, PG 34, FOR COMMUNITY PARAMEDIC POLICIES

MANAGEMENT

LOCAL COMMUNITY PARAMEDIC STEERING COMMITTEE

A Local Community Paramedic Steering Committee will be established and maintained for the duration of the pilot project. The purpose of the Steering Committee is to provide medical and administrative oversight for the pilot project. The Steering Committee will work in collaboration with the State EMSA Community Paramedic Project Manager, Independent Evaluator and State Community Paramedic Advisory Committee as necessary throughout the duration of the project.

Local Steering Committee Responsibilities

- Community Paramedic interview and selection process
- Development of local pilot-specific Community Paramedic Project curriculum
- Development of local pilot-specific Community Paramedic Project policies, protocols and procedures
- Development of local pilot-specific Community Paramedic Project CQI plan
- Development, monitoring and review of local pilot-specific Community Paramedic Project data

El Dorado County Community Paramedic Steering Committee Members

- El Dorado County EMSA Medical Director
- El Dorado County EMSA Administrator
- Barton Health Nursing
- Barton Health Base Hospital Medical Director
- Barton Health EMS Coordinator
- Local Pilot Project Manager
- CTESOA Executive Director
- Cal-Tahoe CQI Coordinator
- El Dorado County CQI Coordinator
- El Dorado County Medical Advisory Committee Representative
- El Dorado County Paramedic Advisory Committee Representative
- Community Paramedic from Pilot Project
- Home Health Services
- Social Services

MANAGEMENT

PROVISIONS FOR PROTECTING PATIENT'S SAFETY

This Pilot Program will adhere to current patient safety practices established by El Dorado County EMSA policies, protocols and procedures. Additional Pilot Program safeguards in the interest of patient safety include:

- Careful selection of Community Paramedics through a collaborative multi-agency interview panel in an effort to recruit high-quality prehospital personnel
- Comprehensive Community Paramedic training program with extensive written and practical evaluation designed to measure and ensure competency
- El Dorado County EMSA-approved Community Paramedic policies, protocols, and procedures
- 24/7 online medical direction via base hospital
- 100% CQI of all Community Paramedic operations
- Community Paramedic incident reports and patient complaints will be reported to local Community Paramedic Steering Committee and investigated per El Dorado County EMSA Policy
- Community Paramedics will adhere to El Dorado County EMSA documentation policies/procedures
- Local Community Paramedic Steering Committee monthly review of project data
- Community Paramedics will conduct a home safety inspection to assess the patient's ability to perform all activities of daily living in a safe environment
- Patient Satisfaction Survey forms

INSTITUTIONAL REVIEW BOARD (IRB)

IRB approval will be obtained from Barton Health in order to ensure and protect the safety of the patients

MANAGEMENT

INFORMED CONSENT

Informed consent will be obtained from all patients prior to their participation in this Pilot Project. Additionally, a separate informed consent will be obtained by the Community Paramedic just prior to the initiation of each scheduled in-home post-discharge follow-up assessment.

SEE APPENDIX C, PG 35, FOR INFORMED CONSENT EXAMPLE

ANTICIPATED SOURCES OF FUNDING

A recent amendment to current contract will provide additional funding to support Pilot Project.

Possible grant funding for Post-Discharge Safety Access Program ensuring that all Pilot Program participants have correctly placed and operational:

- Smoke Detector
- Carbon Monoxide Detector
- Fire Extinguisher

If the above items are not present in the participants residence, the Post-Discharge Safety Access Program will provide and install missing safety item(s).

PARAMEDIC ELIGIBILITY

- Minimum four (4) years experience as a practicing licensed paramedic
- A.A. degree or higher level of education is preferred but not mandatory
- Current paramedic accreditation in El Dorado County
- Currently employed with Cal Tahoe EMS

MANAGEMENT

PARAMEDIC SELECTION PROCESS

1. Qualified candidates will submit a letter of interest to the Community Paramedic Steering Committee.
2. Qualified candidates will undergo an interview selection process by a panel consisting of:
 - El Dorado County EMSA Medical Director
 - Barton Health Base Hospital Medical Director
 - EDCEMSA Administrator
 - CTESOA Executive Director
 - Barton Health EMS Coordinator
 - Cal Tahoe JPA Board Director

COMMUNITY PARAMEDIC TRAINING *(166 hours TOTAL)*

CORE TRAINING (96 hours)

California EMS Authority Approved Community Paramedic Core Training Program

- This curriculum is standardized among the pilot programs
- Consists of didactic and clinical training
- Approximately 96 hours

LOCAL TRAINING (70 hours)

EDCEMSA-Approved Site-Specific Community Paramedic Training Program

- This curriculum is operationally specific to the pilot site
- Consists of didactic and clinical rotation

MANAGEMENT

Didactic Curriculum (25 hours)

- Advanced Pathophysiology related to CHF/COPD/Diabetes
- Local Hospital Protocols related to CHF/COPD/Diabetes
- Local Hospital Procedures Specific to CHF/COPD/Diabetes
- Physical Assessment Specific to CHF/COPD/Diabetes
- Discharge planning/Discharge instructions
- Medication Reconciliation
- Nutrition
- Documentation
- Community Paramedic Protocols
- Orientation to EPIC charting system
- Sim Lab (Community Paramedic Scenarios)

Clinical Rotation (45 hours)

- ED Shadowing (8 hours)
- Hospitalist Shadowing (8 hours)
- Cardiologist Shadowing (8 hours)
- Respiratory Therapist Shadowing (8 hours)
- Home Health (8 hours)

MANAGEMENT

GOAL

The Community Paramedic will demonstrate competency in providing clinical care of the identified at risk populations through local didactic training, clinical experience, written evaluation, and skills evaluation. The student will attend an estimated 150 hours of local training to achieve competence. The Community Paramedic candidates will be teamed with emergency physicians, hospitalist physicians, cardiologist, critical care registered nurses and respiratory therapists to complete the clinical rotation objectives outlined.

SEE APPENDIX D, PG 36, FOR COMMUNITY PARAMEDIC TRAINING PROGRAM OBJECTIVES AND SUMMARY

EVALUATION AND DATA COLLECTION

PROCESS EVALUATION

1. Patients who meet inclusion criteria (as defined in this proposal) will be monitored 30 days after discharge.
2. All Community Paramedic Pilot Project communications and in-home visitations with participants will be documented.
3. At the end of 30-day post-discharge cycle, Pilot Project participants will be cross referenced with the names of admitted patients in Barton Health medical records to see if any contacted Pilot Project participants had been readmitted. For patients that have been readmitted, all participant documentation will be reviewed by Local Community Paramedic Steering Committee to see if an improvement in process/operations can be made moving forward.
4. Monthly reports will be generated to calculate/review Pilot Project data including readmission rate increases/decreases to show effectiveness of program.
5. Any incident resulting in a significant negative patient outcome will follow the El Dorado County EMSA Incident Reporting Policy as well as immediate notification of Local Pilot Project Manager and review from Local Community Paramedic Steering Committee.

MANAGEMENT

QUALITATIVE EVALUATION

1. All Pilot Project data will be reviewed monthly by Local Community Paramedic Steering Committee.
2. Patient satisfaction survey to provide:
 1. Patient comments and concerns
 2. Patient satisfaction scores

IMPACT EVALUATION AND UTILIZATION

The South Lake Tahoe Community Paramedic Post Hospital Discharge Follow-Up Program will measure the impact of:

1. Community Paramedic training
2. Community Paramedic protocols
3. Patient satisfaction
4. Reduction of number and causes for all at risk population (as defined in this proposal) readmissions
5. Overall healthcare expenditures and savings

MANAGEMENT

ESTIMATE OF HEALTH CARE COST SAVINGS

Cost savings will be evaluated by:

1. Comparison of Barton Health historical and present 30-day post-discharge readmission data and Pilot Project data to determine:
 1. Potential savings attributable to Pilot Project readmissions prevented by evaluating:
 1. Overall 30-day post-discharge percentage changes
 2. Cost savings from 30-day post-discharge readmissions prevented based on average length of stay and average cost of stay
 3. Cost savings from offset of CMS-imposed penalties associated with 30-day post-discharge readmissions prevented

DATA COLLECTION

Cal-Tahoe EMS will use Image Trend ePCR for Community Paramedic Pilot Project data collection/evaluation. Barton Health will use Epic Electronic Medical Records (EMR) system for Pilot-Project related data collection/evaluation. Cal Tahoe EMS and Barton Health are currently working together to create a Health Information Exchange (HIE) system to further improve the accuracy and continuity of the healthcare system's data collection. Final data fields will be under the direction of UCSF Healthforce Center.

DISSEMINATION

Monthly and quarterly reports will be submitted to the Local Community Paramedic Steering Committee, Independent Evaluator, State EMSA Community Paramedic Project Manager, State Community Paramedic Advisory Committee, UCSF Healthforce Center, and others as deemed necessary.

MANAGEMENT

APPENDIX A

COMMUNITY PARAMEDIC POST DISCHARGE ASSESSMENT PROTOCOL

POLICY

The Community Paramedic (CP) will provide home visits/phone consultations during the 30 day post discharge period for patients in response to a medical provider/case management order as a part of the post hospital discharge follow up program.

PURPOSE

- To outline the standardized procedure of all home visits performed by CP
- To outline the post discharge priority level/action plan framework
- To describe the difference between medical and non-medical (follow up for Safety Access Program) visits

PROCEDURE

Medical Visits

1. Medical provider/case management will contact patient or their medical decision maker who meet inclusion criteria prior to hospital discharge to explain the CP Post-Hospital Discharge Follow-Up Program. If the patient agrees to participate in the program Case Management will:
 1. Obtain required informed consent for pilot project participation
 2. Obtain appropriate patient paperwork from hospital for program
 1. Patient name, DOB, contact information, diagnosis
 2. H&P
 3. Discharge instructions
 4. Lab results
 5. List of current medications
 3. Fax the above documents to CP Coordinator
 4. If patient is homeless the CP post-discharge assessment appointment will be scheduled prior to patient discharge (including meeting location)
2. CP coordinator will contact patient via telephone within 6-24 hours of discharge to schedule CP in-home post-discharge assessment between hours 24 and 72 of discharge.
3. CP will arrive at patient's home as scheduled wearing Cal-Tahoe EMS official agency uniform and ID badge.
4. Upon arrival the CP will have the patient fill out the second consent form for that days assessment.

MANAGEMENT

APPENDIX A

5. In addition to what is ordered by the medical provider (as outlined in discharge instructions), per protocol, each initial CP visit will consist of:
 1. CP history and physical (*see CP History and Physical Protocol, pg. 21*)
 2. Review of hospital discharge instructions with patient
 3. Medication reconciliation
 4. Evaluation of patient's ability to perform Activities of Daily Living
 5. Patient assignment of a post-discharge priority level (based on assessment and patient needs) to establish CP action plan during the 30-day post-discharge period
 1. **(Level 1) No action needed: patient is maintaining or improving discharge health status and can wait for scheduled follow-up appointment**
 2. **(Level 2) Action Needed: Further Community Paramedic follow-up needed through either phone consultation or second in home visit due to the following occurrences during first in-home visit:**
 1. Home safety issue identified (second in-home follow up in 1 week to provide and install detector(s)/extinguisher and/or assist with other in home safety issues)
 1. smoke/carbon monoxide detector issues
 2. no fire extinguisher in home
 3. fall hazard in or around home environment
 4. other home safety issues
 2. Initial Discharge Planning clarification needed (phone consultation follow-up in 1 week to reinforce teaching)
 3. Medication Issue discovered during medication reconciliation (phone consultation follow-up in 1 week to reinforce teaching)
 3. **(Level 3) Action Needed: The patient is exhibiting signs and symptoms in which same day appointment is needed (or as soon as can be scheduled) with PCP (as outlined in discharge instructions) or Community Paramedic-PCP phone consultation is needed, after which the patient is referred to Home Health Services for long term follow up care (if needed)(see Medical Direction Chain of Command Policy, pg. 34 for medical direction details)**
 4. **(Level 4) Action Needed: The patient's condition is acute (as outlined in El Dorado County Protocols) and requires entry into 911 EMS system for transport to Barton Health ED (ALS care and transport will be initiated by Community Paramedic immediately)**

MANAGEMENT

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6. Scheduling any follow up visits that are necessary for patient
7. Helping the patient access other public health/community services:
 1. Mental Health services
 2. Home Health services
 3. Drug and alcohol treatment programs
 4. Financial assistance services
 5. Food and clothing services
 6. Housing assistance services
 7. Transport assistance providers
 8. Domestic violence resources
 9. Snow removal assistance program
 10. Referral to community support groups (ex: Al-Anon, AA, Diabetes support groups, freedom from smoking classes, gamblers anonymous, mommy and me, NA, overeaters anonymous, reflection of life and loss, survivors of suicide, and tobacco free)
8. Documentation in the e-PCR
9. Distribution of satisfaction survey to the patient
10. A copy of CP patient care summary to medical provider within 24 hours

Non-Medical Visits (follow up for Safety Access Program)

1. The CP will follow the same procedure as medical visits but without a physical exam to install any of the following:
 1. Smoke detector
 2. Carbon monoxide detector
 3. Fire extinguisher
2. During non-medical visits if patient's condition is such that their post-discharge priority level is 2 - 4 the CP will act in accordance with priority level action planning.

CP will provide up to 2 in home visits and 2 phone consultations within 30 day post-discharge period after which the patient will be referred to Barton Home Health Services for further evaluation

MANAGEMENT

APPENDIX A

COMMUNITY PARAMEDIC HISTORY AND PHYSICAL PROTOCOL

POLICY

The Community Paramedic (CP) will perform a history and physical for patients during medical visits as a part of the post hospital discharge follow up program.

PURPOSE

To assist the medical provider in observing and documenting objective and subjective information for the purpose of identifying the patient's state of health and comparing it to the ideal, further allowing the CP to determine the post discharge priority level to establish an action plan for the 30 day post-hospital discharge period.

PROCEDURE

- Obtain and review patient's health history and medical provider's discharge instructions prior to appointment

HEALTH HISTORY

1. Demographic Data (if not already recorded)
 1. Including name, gender, address and telephone #, birth date, birthplace, race, culture, religion, marital status family or significant others living in home, social security number, occupation, contact person, advance directive, durable power of attorney for health care, source of referral, usual source of health care, type of health insurance

REASON FOR SEEKING HEALTH CARE/CHIEF COMPLAINT

1. Present Health Status
 1. Current health promotion activities (diet, exercise, etc.), clients perceived level of health, current medications, herbal preparations, type of drug, prescribed by whom, when first prescribed, reason for prescription, dose of med and frequency, clients perception of effectiveness of med
 2. Symptom analysis- location (where are the symptoms), quality (describe characteristics of symptom), quantity (severity of symptom), chronology (when did the symptom start), setting (where are you when the symptom occurs), associated manifestations (do other symptoms occur at the same time), alleviating factors, aggravating factors

MANAGEMENT

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2. Past Health History
 1. Allergies, childhood illnesses, surgeries, hospitalizations, accidents or injuries, chronic illnesses, immunizations, last examinations, obstetric history
3. Family History
 1. Family history should include questions about Alzheimer's, Cancer, Diabetes, Heart Disease, Hypertension, Seizures, Emotional problems, Alcoholism/drug use, Mental Illness, Developmental delay, Endocrine diseases, Sickle cell anemia, Kidney disease, Cerebrovascular accident
4. Environmental Assessment

The following is a Community Paramedic general assessment tool, patient condition/presentation along with discharge diagnosis will drive the focus of the assessment. At any time a patient's symptomology can place them into a level 3 or 4 prioritization (see page 28 of History and Physical for details)

REVIEW OF SYSTEMS

1. General Health Status
 - Fatigue, weakness
 - Sleep patterns
 - Weight, unexplained loss or gain
 - Self-rating of overall health status
2. Integumentary System
 - Skin disease, problems, lesions (wounds, sores, ulcers)
 - Skin growths, tumors, masses
 - Excessive dryness, sweating, odors
 - Pigmentation changes or discolorations
 - Rashes
 - Pruritus
 - Frequent bruising
 - Texture or temperature change
 - Neck
 - Lymph node enlargement
 - Swelling or masses
 - Pain/tenderness
 - Limitation of movement
 - Stiffness
 - Breasts
 - Pain/tenderness

MANAGEMENT

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- Swelling
 - Nipple discharge
 - Changes in nipples
 - Lumps, masses, dimples
 - Discharge
3. Cardiovascular System
- Heart
 - Palpitations
 - CP
 - Dyspnea
 - Orthopnea
 - Paroxysmal nocturnal dyspnea
 - Peripheral vasculature
 - Coldness/numbness
 - Discoloration
 - Varicose veins
 - Intermittent claudication
 - Paresthesia
 - Leg color changes
4. Respiratory System
- Colds/Virus
 - Cough, nonproductive or productive
 - Hemoptysis
 - Dyspnea
 - Night sweats
 - Wheezing
 - Stridor
 - Pain on inspiration or expiration
 - Smoking history, exposure
5. Gastrointestinal System
- Change in taste
 - Thirst
 - Indigestion or pain associated with eating
 - Pyrosis
 - Dyspepsia
 - Nausea / Vomiting
 - Appetite changes
 - Food intolerance
 - Abdominal pain

MANAGEMENT

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- Jaundice
- Ascites
- Bowel habits
- Flatus
- Constipation
- Diarrhea
- Changes in stool
- Hemorrhoids
- Use of digestive or evacuation aids
- 6. Urinary System
 - Characteristics of urine
 - Hesitancy
 - Urgency
 - Change in urinary stream
 - Nocturia
 - Dysuria
 - Flank pain
 - Hematuria
 - Suprapubic pain
 - Dribbling or incontinence
 - Polyuria
 - Oliguria
- 7. Genitalia
 - General
 - Lesions
 - Discharges
 - Odors
 - Pain, burning, pruritus
 - Men
 - Impotence
 - Testicular masses/pain
 - Prostate problems
 - Penis and scrotum self examination practices
 - Women
 - Menstrual history
 - Pregnancy history
 - Amenorrhea

MANAGEMENT

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- Menorrhagia
 - Dysmenorrhea
 - Metrorrhagia (irregular menstruation)
 - Pelvic pain
8. Musculoskeletal System
- Muscles
 - Twitching, cramping pain
 - Weakness
 - Bones and joints
 - Joint swelling, pain, redness, stiffness
 - Joint deformity
 - Crepitus
 - Limitations in joint range of motion
 - Interference with activities of daily living
 - Back
 - Back pain
 - Limitations in joint range of motion
 - Interference with activities of daily living
9. Central Nervous System
- History of central nervous system disease
 - Fainting episodes or LOC
 - Seizures
 - Dysphasia
 - Dysarthria
 - Cognitive changes (inability to remember, disorientation to time/place/person, hallucinations)
 - Motor-gait (loss of coordinated movements, ataxia, paralysis, paresis, tic, tremor, spasm, interference with activities of daily living)
 - Sensory-paresthesia, anesthesia, pain
10. Endocrine System
- Changes in pigmentation or texture
 - Changes in or abnormal hair distribution
 - Sudden or unexplained changes in height or weight
 - Intolerance of heat or cold
 - Presence of secondary sex characteristic
 - Anorexia
 - Weakness

MANAGEMENT

APPENDIX A PSYCHOSOCIAL STATUS

1. General statement of patient's feelings about self
 - Degree of satisfaction in interpersonal relationships
 - Most significant relationship
 - Community activities
 - Work or school relationships
 - Family cohesiveness
2. Activities
 - General description of work, leisure and rest distribution
 - Hobbies and methods of relaxation
 - Family demands
 - Ability to accomplish all that is desired during period
4. Occupational history
 - Jobs held in past
 - Current employer
 - Satisfaction with present and past employment
5. Recent changes or stresses in clients life
6. Coping strategies for stressful situations
7. Changes in personality, behavior, mood
 - Feelings of anxiety or nervousness
 - Feelings of depression
 - Use of medications or other techniques during times of anxiety, stress or depression
8. Habits
 - Alcohol / Drugs Use
 - Type of alcohol/drugs
 - Frequency per week
 - Pattern over past 5 years; over the past year
 - Alcohol/drug consumption variances when anxious, stressed, or depressed
 - Driving or other dangerous activities while under the influence
 - High risk groups: Sharing/using unsterilized needles and syringes
 - Smoking / Tobacco Use
 - Type
 - Amount per day
 - Pattern over 5 years; over the past year
 - Usage variances when anxious or stressed

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- Exposure to secondhand smoke
- Caffeine: Coffee, tea, soda, etc.
 - Amount per day
 - Pattern over 5 years; over the past year
 - Consumption variances when anxious or stressed
 - Physiological effects
- Other
 - Overeating, sporadic eating or fasting
 - Nail biting
- Financial status
 - Sources of income
 - Adequacy of income, Recent changes in resources or expenditures

ENVIRONMENTAL HEALTH

1. General statement of patients assessment of environmental safety and comfort
2. Hazards of employment (inhalants, noise etc.)
3. Hazards in the home (concern about fire etc.)
4. Hazards in the neighborhood or community (noise, water and air pollution, etc)
5. Hazards of travel (use of seat belts etc.)
6. Travel outside the US

PHYSICAL ASSESSMENT

1. Techniques
 - Inspection
 - Palpation
 - Percussion
 - Auscultation
2. Positioning
3. Vital Signs
 - Temperature
 - Pulse
 - Respiration
 - SpO2%
 - Blood Pressure
 - EKG
 - Blood glucose
 - 12 lead EKG (as needed)

MANAGEMENT

APPENDIX A

4. General Assessment
 - Weight
 - Height
6. Documentation
 - Document all information and communicate with the medical provider or medical control as outlined in Medical Direction Chain of Command Policy.
 - If on evaluation of the patient, the patient is found to have symptomology as outlined in Barton Health discharge instructions or El Dorado County ALS Protocols the CP will utilize post-discharge priority levels (level 3 or level 4) to formulate a plan of action for patient while on scene.

Level 3

1. If there are any medical needs that do not require immediate transport to a hospital (utilizing discharge instructions and EDCEMSA protocols), however, the CP feels the patient should be seen in a medical provider's office, the CP will:
 1. First, attempt to contact the patient's referring/primary medical provider.
 2. Second, attempt will be to contact the ordering medical provider's on-call doctor.
 3. If unsuccessful, the CP will attempt to make arrangements with the patient to have them transported to an Urgent Care Center.
 4. At any time patient's priority level may be elevated to level 4.

Level 4

1. If patient's condition is acute (as outlined in EDCEMSA protocols) and requires entry into 911 EMS system for transport to Barton Health ED the CP will initiate immediate ALS care following EDCEMSA protocols, transport and advise medical control/base hospital.

MANAGEMENT

APPENDIX A

COMMUNITY PARAMEDIC MEDICATION RECONCILIATION PROTOCOL

POLICY

The Community Paramedic (CP) will respond to a residence on order from Barton Health medical provider/case management as a part of post hospital discharge follow up program.

PURPOSE

- To assist the patient in proper usage of home medications through information/education and vital sign checks.
- To assist the medical provider in a thorough documentation of all prescription and non-prescription medications for the purpose of avoiding adverse drug reactions.
- To ensure proper continuum of care during medical provider care provider transitions.

PROCEDURE

1. Obtain and review patient's health history and medical provider's discharge instructions prior to appointment.
2. Follow medical provider's discharge instructions.
3. Review history and physical.
4. Obtain **ALL** patient medications for evaluation (assess for duplications and inconsistencies based on discharge instructions)
5. Review patient's information with the patient, including medical and medication history, current medications the patient is receiving and taking, compliance, time of doses, medical provider who prescribed medications and sources of medications such as the pharmacy.
5. Ask the patient if there are any other medications or supplements they take that might be from another medical provider or over the counter.
6. Assess vital signs
7. Assist patient in sorting medications.
8. Stress importance of medication compliance.
9. Contact referring medical provider if paramedic or patient has concerns.
Document all medications whether prescribed or over the counter and communicate list and current health/reactions to medical provider.

MANAGEMENT

APPENDIX A

COMMUNITY PARAMEDIC CONGESTIVE HEART FAILURE POST HOSPITAL DISCHARGE FOLLOW UP PROTOCOL

POLICY

The Community Paramedic (CP) will respond to a residence on order from Barton Health medical provider/case management as a part of post hospital discharge follow up program.

PURPOSE

To assist the medical provider in observing and documenting the patients post discharge healing and/or adjustment to new medications, and/or therapy regimen. This will allow for timely adjustment/healing as well as quick identification of unwanted results and alternative direction in care.

PROCEDURE

1. Focus of CP will begin with medical provider's discharge instructions.
2. Follow CP Post Discharge Assessment Protocol and establish post discharge priority level and action plan.
3. Discuss when to call and follow up with the medical provider.
4. Communicate unusual findings to the medical provider and assist with arrangement of follow up.

MANAGEMENT

APPENDIX A

COMMUNITY PARAMEDIC CHRONIC OBSTRUCTIVE PULMONARY DISEASE POST HOSPITAL DISCHARGE FOLLOW UP PROTOCOL

POLICY

The Community Paramedic (CP) will respond to a residence on order from Barton Health medical provider/case management as a part of post hospital discharge follow up program.

PURPOSE

To assist the medical provider in observing and documenting the patients post discharge healing and/or adjustment to new medications, and/or therapy regimen. This will allow for timely adjustment/healing as well as quick identification of unwanted results and alternative direction in care.

PROCEDURE

1. Focus of CP will begin with medical provider's discharge instructions.
2. Follow CP Post Discharge Assessment Protocol and establish post discharge priority level and action plan.
3. Discuss when to call and follow up with the medical provider.
4. Communicate unusual findings to the medical provider and assist with arrangement of follow up.

MANAGEMENT

APPENDIX A

COMMUNITY PARAMEDIC DIABETES POST HOSPITAL DISCHARGE FOLLOW UP PROTOCOL

POLICY

The Community Paramedic (CP) will respond to a residence on order from Barton Health medical provider/case management as a part of post hospital discharge follow up program.

PURPOSE

To assist the medical provider in observing and documenting the patients post discharge healing and/or adjustment to new medications, and/or therapy regimen. This will allow for timely adjustment/healing as well as quick identification of unwanted results and alternative direction in care.

PROCEDURE

1. Focus of CP will begin with medical provider's discharge instructions.
2. Follow CP Post Discharge Assessment Protocol and establish post discharge priority level and action plan.
3. Discuss when to call and follow up with the medical provider.
4. Communicate unusual findings to the medical provider and assist with arrangement of follow up.

MANAGEMENT

APPENDIX A

COMMUNITY PARAMEDIC PRIMARY CARE PROVIDER DISCRETION POST HOSPITAL DISCHARGE FOLLOW UP PROTOCOL

POLICY

The Community Paramedic (CP) will respond to a residence on order from Barton Health medical provider/case management as a part of post hospital discharge follow up program.

PURPOSE

To assist the medical provider in observing and documenting the patients post discharge healing and/or adjustment to new medications, and/or therapy regimen. This will allow for timely adjustment/healing as well as quick identification of unwanted results and alternative direction in care.

PROCEDURE

1. Focus of CP will begin with medical provider's discharge instructions.
2. Follow CP Post Discharge Assessment Protocol and establish post discharge priority level and action plan.
3. Discuss when to call and follow up with the medical provider.
4. Communicate unusual findings to the medical provider and assist with arrangement of follow up.

MANAGEMENT

APPENDIX B

COMMUNITY PARAMEDIC POST DISCHARGE ASSESSMENT MEDICAL DIRECTION CHAIN OF COMMAND POLICY

POLICY

Community Paramedics (CP) will follow post-discharge priority levels (based on CP assessment and patient needs) when determining medical direction chain of command.

PURPOSE

- To outline CP use of medical direction during in-home assessments

PROCEDURE

In reference to medical direction, if additional medical needs are identified during a CP visit, the following will occur based on the post-discharge priority level of the patient:

Level 3

1. If there are any medical needs that do not require immediate transport to a hospital (utilizing discharge instructions and EDCEMSA protocols), however, the CP feels the patient should be seen in a medical provider's office, the CP will:
 1. First, attempt to contact the patient's referring/primary medical provider.
 2. Second, attempt will be to contact the ordering medical provider's on-call doctor.
 3. If unsuccessful, the CP will attempt to make arrangements with the patient to have them transported to an Urgent Care Center.
 4. At any time patient's priority level may be elevated to level 4.

Level 4

1. If patient's condition is acute (as outlined in EDCEMSA protocols) and requires entry into 911 EMS system for transport to Barton Health ED the CP will initiate immediate ALS care following EDCEMSA protocols, transport and advise medical control/base hospital.

***At Any Time CP May Use Barton Health Base Hospital For
On line 24/7 Medical Direction***

APPENDIX C



Informed Consent

Community Paramedic Post Discharge Pilot Project

We are asking you to participate in a research study. Please take your time to read the information below and feel free to ask any questions before signing this document.

Title:

Cal-Tahoe Community Paramedic Post Discharge Pilot Project

Purpose: California residents continue to struggle with an increasing demand for healthcare services and a decreasing supply of healthcare workers. This program will utilize Community Paramedics to help increase patient access to healthcare after they have been discharged from the hospital. Research indicates that recently discharged patients may benefit from assistance, prior to regularly scheduled follow-up care. This study is being conducted to determine if follow-up care, provided by a Community Paramedic will foster a positive outcome for the patients included in the study.

Inclusion Criteria:

You are eligible for this study if you are an adult patient, living in the greater South Lake Tahoe area (mailing zip codes of 96150, 96151, 96152, 96154, 96155, 96156, 96157, 96158) and recently discharged from Barton Health with any of the following diagnosis; Chronic Obstructive Pulmonary Disease, Congestive Heart Failure, Diabetes or your Primary Care Provider feels that your current condition puts you at risk for readmission in the following 30 days. This study is expecting to include around 200 patients over one year.

Procedures:

With your consent, a Community Paramedic from Cal-Tahoe EMS will evaluate your health status, ensure that you have picked up prescribed medications, verify follow up appointments and review your discharge instructions. The Community Paramedic will perform an in-home assessment and/or treatment as part of your post discharge action plan. If needed, the Community Paramedic will provide feedback to your healthcare providers, which may, improve the overall quality of your care and decrease the need for visits to the emergency department and hospital readmissions. It is anticipated that your involvement in this research study will consist of one to two in-home visits.

Risks to Participation:

There are no foreseeable risks to you as a result of taking part in this pilot study. There are also no physical risks if you prefer not to participate. Some risks may be unforeseeable.

Compensation:

There will be no compensation for participation. However, we anticipate an improvement in the quality of care that you receive, as well as your overall well-being, as a result of your participation in the pilot project.

MANAGEMENT

APPENDIX C

Confidentiality:

A screening tool will be completed for each participant and stored electronically in a database for an additional two years after the completion of this pilot, at which time it will be deleted. Your information will remain confidential and will only be reviewed by the members of the project team and your referring healthcare team. Any identifying personal information will not be published.

Benefits to Participants:

You may not directly benefit from participating in this study. This study might help you by improving your overall well-being. What we learn from this pilot study may help others with your same or similar medical condition. The information learned from this study will be shared with the project team, the state Emergency Medical Services Authority, and your healthcare provider. This sharing will assist the project team in developing programs to utilize Community Paramedics in other ways that may be beneficial to your community and you.

Alternatives to Participation:

Participation in this demonstration project is voluntary and participants may withdraw from the study at any time. The choice to withdraw will in no way negatively affect your relationship with Cal-Tahoe EMS or your eligibility to receive non-pilot services from Cal-Tahoe EMS.

Questions/Concerns:

For questions, concerns, or complaints while taking part in this study, call Colin Hargrove, The Project Manager at (530) 341-4831 or The Cal-Tahoe EMS Director, Ryan Wagoner at (530) 559-1183. Additionally you may contact the Principle Investigator, Corey Mcleod MD at (626) 831-0627. (Name of IRB) reviewed this study. (Name of IRB) is a group of people who review research studies to protect the rights and welfare of research participants. Review by (Name of IRB) does not mean that the study is without risks. If you have questions about your rights as a research participant, if you are not able to resolve your concerns with the study doctor or study staff, if you have a complaint, or if you have general questions about what it means to be in a research study, you can call (Name of IRB) or visit the (Name of IRB) website at www.irbco.com.

Name of IRB

Phone:

E-Mail:

Website:

Office hours are

Disclaimer:

Patients who cannot consent due to inebriation, mental incapacity, legal incapacity, or non-responsiveness will be treated in accordance with current regulations and local protocols governing EMT-Paramedics.

MANAGEMENT

APPENDIX C

Patient Consent:

The pilot project and the procedures have been explained to me, and I have no questions or concerns at this time. I agree to participate in this project. My participation is voluntary and I do not have to sign this form if I do not want to be part of this project. I have received a copy of the California Experimental Subject Rights and I will receive a copy of this consent form for my records.

Participant Information:

Printed Name: _____

Signature: _____ **Date** _____

Person Obtaining Consent Information:

Printed Name: _____

Signature _____ **Date** _____

MANAGEMENT

APPENDIX C

EXPERIMENTAL SUBJECT'S BILL OF RIGHTS

The Protection of Human Subjects in Medical Experimentation Act (California Health and Safety Code 24170 – 24179.5) requires that a potential experimental subject (or subject's conservator, guardian, or other representative) be provided with a list of the rights of a subject in a medical experiment. A copy of this Experimental Subject's Bill of Rights should be provided to a subject prior to consenting to participate in any medical experiment.

Any person who is requested to consent to participate as a subject in a research study involving a medical experiment, or who is requested to consent on behalf of another, has the right to:

- 1. Be informed of the nature and purpose of the experiment.**
- 2. Be given an explanation of the procedures to be followed in the medical experiment, and any drug or device to be utilized.**
- 3. Be given a description of any attendant discomforts and risks reasonably to be expected from the experiment.**
- 4. Be given an explanation of any benefits to the subject reasonably to be expected from the experiment, if applicable.**
- 5. Be given a disclosure of any appropriate alternative procedures, drugs, or devices that might be advantageous to the subject, and their relative risks and benefits.**
- 6. Be informed of the avenues of medical treatment, if any, available to the subject after the experiment if complications should arise.**
- 7. Be given an opportunity to ask any questions concerning the experiment or other procedures involved.**
- 8. Be instructed that consent to participate in the medical experiment may be withdrawn at any time, and the subject may discontinue participation in the medical experiment without prejudice.**
- 9. Be given a copy of a signed and dated written consent form as provided for by California law.**
- 10. Be given the opportunity to decide to consent or not to consent to a medical experiment without the intervention of any element of force, fraud, deceit, duress, coercion, or undue influence on the subject's decision.**

Signature of Subject

Date

MANAGEMENT

APPENDIX C

PATIENT AUTHORIZATION FOR USE AND RELEASE OF HEALTH AND RESEARCH STUDY INFORMATION

Study Title: Cal-Tahoe Community Paramedic Post Discharge Pilot Program

As a voluntary study participant, your personal health information (PHI) will be used and may be disclosed to *Third Parties* such as the Food and Drug Administration (FDA) and other regulatory agencies, the sponsor of the study, facilities used in the study, and the Institutional Review Board (IRB) overseeing the study. In addition, your PHI may be disclosed by medical personnel, without prior notice to you, in response to a valid order by a court or other governmental body as required by law. Your personal health information may include your name and birth date and other demographic information, your medical records, medical history (such as diseases and medications), results of physical examinations, surgical and treatment information, photographs, and laboratory and diagnostic test results (i.e. mammograms and MRIs). Efforts will be made by all medical personnel and third parties to protect the confidentiality and security of your personal health information during and after the study. You have a right to obtain your PHI collected or used as part of the research study. This form allows the study doctor (identified in the consent form) to use your records to carry out the study as described in the consent form. If you do not sign this form, you cannot participate in the study. You have the right to refuse to continue in the study, revoke the consent form and withdraw from the study, now or any time in the future without loss of benefits, medical treatment or legal rights to which you are otherwise entitled. This authorization does not have an expiration date. If you do not cancel this authorization in writing, it will remain in effect indefinitely.

MANAGEMENT

APPENDIX C

AUTHORIZATION

I have read and understand this addendum to the consent form as well as the original consent form and I authorize the release of my medical records and health information as relates to this study, including my signed consent form and this addendum, to the sponsor, the FDA, IRB and other regulatory agencies as described above. I voluntarily consent to be a research participant in this study and understand that I will receive a signed copy of this authorization for my records.

Printed Name of Participant

Signature of Participant

Date

-OR-

Printed Name of Legal Representative

Signature of Legal Representative

Date

APPENDIX D

Community Paramedic Training Program Objectives and Summary

1. The student will understand their role in the Pilot Program and be able to demonstrate knowledge of the following:
 - Introduction to leadership
 - Local Pilot Project advisory committee
 - Current scope
 - Projected state scope
 - Pilot Project parameters
 - Patient informed consent requirements
 - Pilot Project QA/QI processes
 - Local Community Paramedic roles and responsibilities
 - Approved local Pilot Project policies, protocols and procedures
2. Demonstrate in skills labs and scenarios how to manage patients who will be encountered in the pre-hospital, post-discharge setting, utilizing approved standard Pilot Project policies, protocols, and procedures.
 - Detailed assessment including recent and post-discharge history
3. Demonstrate in skills labs and scenarios how to manage patients with common, chronic conditions that will be encountered in the community, utilizing approved local Pilot Project policies, protocols and procedures.
4. Demonstrate in skills labs and scenarios how to manage patients in various situations that will be encountered in the community, utilizing approved standard Pilot Project policies, protocols, and procedures.
 - Medication reconciliation
 - Social service resource needs
 - Home safety
 - Fall prevention

MANAGEMENT

- Smoke and carbon monoxide detector checks
 - Caregiver problems
 - Welfare check
 - Assessment of nutrition, hydration and weight
 - Transportation issues
 - Snow removal issues
5. Demonstrate in skills labs and scenarios how to provide education to patients who will be encountered in the community, utilizing approved standard Pilot Project policies, protocols, and procedures.
- Discharge follow-up and instructions
 - Mental health related illnesses
 - Alcohol related illnesses
 - CHF
 - AMI
 - DM
 - COPD
 - Pneumonia
 - Sepsis
 - Soft tissue infection
6. Demonstrate in skills labs and scenarios how to document and communicate care to patients utilizing ePCR capability and other methods of communication with Barton Health, utilizing approved standard Pilot Project policies, protocols, and procedures.
- Complete data entry
 - Pilot Project forms
 - Communication with physicians and nurses utilizing SBAR format
 - Communication with Barton Health and other support services
 - ePCR and local documentation software

MANAGEMENT

7. The Community Paramedic will demonstrate competency in multiple procedures through supervised experience with patients in a hospital setting. The minimum number of procedures are included in the following table and shall be documented by clinical preceptors for each identified skill.

Example of Community Paramedic Clinical Procedures During Hospital Rotations

Procedure	Minimum Number Performed
Home Medications	
Compliance	7
Reconciliation	7
Patient Documentation	
SBAR Charting Format	5
Chart Review	15
History and Physical	10
Assessment	10
Results Of Tests/Diagnostic Tools	10
Identifying Red Flags	5
Identifying Further Testing Needs	5
Provide Patient Education	5
Chronic Illness Management Of Various Diagnosis Groups (discussion with MD or RN)	10

APPENDIX E



2170 South Avenue
South Lake Tahoe
CA 96150

530-541-3420 TEL
www.bartonhealth.org

August 17, 2017

Lou Meyer
Project Manager
Community Paramedicine-Mobile Integrated
10901 Gold Center Drive, Suite 400
Rancho Cordova, CA 95670

Dear Mr. Meyer:

Barton Health endorses and supports the efforts of CTESOA to implement a community paramedicine program in our area. We support the model of improved out-of-hospital care including efforts of EMS to become more integrated into the continuum of healthcare delivery.

Our rural location and large service area would be ideal for implementation of this program. We welcome EMS involvement in coordinating care of our post-discharge hospitalized and emergency department patients.

As a base hospital, Barton Health is extensively involved with paramedic education and oversight. With the implementation of a community paramedicine program we aspire to increase our integration including additional training/education of community paramedics.

Sincerely,

Clinton Purvance, M.D., CPE
President and Chief Executive Officer

cc: California Tahoe Emergency Services Operations Authority (CTESOA)
Rich Todd, El Dorado County EMSA

Taking your health to **new heights**

APPENDIX E

COUNTY OF EL DORADO

HEALTH & HUMAN SERVICES

Patricia Charles-Heathers, Ph.D.
Director

Community Services Division
Daniel Del Monte
Deputy Director

Emergency Medical Services Agency
2900 Fairlane Court
Placerville, CA 95667
530-621-6500 Phone / 530-621-2758 Fax



BOARD OF SUPERVISORS

JOHN HIDAHL

District I

SHIVA FRENTZEN

District II

BRIAN K. VEERKAMP

District III

MICHAEL RANALLI

District IV

SUE NOVASEL

District V

August 31, 2017

Mr. Lou Meyer, Project Manager
Community Paramedicine - Mobile Integrated Health
Emergency Medical Services Authority
10901 Gold Center Drive, Suite 400
Rancho Cordova, CA 95670

Dear Lou,

I have received and reviewed the Community Paramedic Pilot Program applications from the Cal Tahoe Emergency Services Operations Authority (CTESOA), and the El Dorado County Emergency Services Authority (EDC ESA). After reviewing both applications, Dr. Brazzel and I concur on several program concerns that were briefly noted in both applications. Though the timeline for submitting applications limited the ability to thoroughly address each salient component required in the application, both agencies are committed to pursuing the pilot program.

For your review and consideration, I have included both applications with this letter in an electronic format. While there may still be unknown factors that could limit the potential success of each application, the El Dorado County EMS Agency supports both applications.

Should you have any additional questions or concerns, I can be contacted at: (530) 621-6500.

Sincerely,

Richard W. Todd, EMS Agency Administrator - MHOAC
El Dorado County, Health and Human Services Agency
2900 Fairlane Court
Placerville, CA 95667
Wk: (530) 621-6505
Fax: (530) 621-2758

Cc: Patricia Charles Heathers, Ph.D., HHSA Director
Daniel Del Monte, Deputy Director, Community Services Division
Dr. David Brazzel, EMS Agency Medical Director
Marty Hackett, Executive Director, EDC ESA
Ryan Wagoner, Executive Director, CTESOA
File

Vision Statement:
Transforming Lives and Improving Futures

APPENDIX E

OSHDP Office of Statewide Health Planning and Development

Office of the Director
2020 West El Camino Avenue, Suite 1200
Sacramento, CA 95833
(916) 326-3600
(916) 322-2531 Fax
www.oshpd.ca.gov



November 27, 2017

Howard Backer, MD
Director
Emergency Medical Services Authority
10901 Gold Center Drive, Suite 400
Rancho Cordova, CA 95670

RE: Request to implement additional sites to the Health Workforce Pilot Project #173
Community Paramedicine through November 14, 2018

Dear Dr. Backer:

This is in response to your request, dated October 23, 2017, to approve adding the following project sites to the California Emergency Medical Services Authority (EMSA) Community Paramedicine (CP) Project, Health Workforce Pilot Project (HWPP) #173:

- CP 015–Santa Clara County Emergency Medical Services Agency, Behavioral Health/Sobering Center Alternate Destination
- CP 016–Dignity Health, Post Discharge
- CP 017–Cal Tahoe Emergency Services Operations Authority, Alternative Destination/Post Discharge
- CP 018–Los Angeles City Fire Department, Behavioral Health Alternate Destination
- CP 019–Los Angeles City Fire Department, Sobering Center Alternate Destination
- CP 020–Marin County Emergency Medical Services Agency, Post Discharge
- CP 021–City and County of San Francisco, Frequent 911 Users
- CP 022–Central California Emergency Medical Services Agency, Behavioral Health Alternate Destination

Our records indicate: (1) EMSA has provided timely updates and monthly reports to OSHPD, and (2) OSHPD's routine site visits have confirmed adherence to care provision protocols.

Based on these factors and in accordance with Title 22, California Code of Regulations, Section 92604, OSHPD approves the addition of CP 015, CP 016, CP 017, CP 018, CP 019, CP 020, CP 021, and CP 022 to the HWPP #173, contingent on Institutional Review

APPENDIX E

Howard Backer, MD
November 27, 2017
Page two

Board (IRB) approval and delivery of the following items:

1. For all new project sites, a table noting the interface between CP's electronic patient care reporting (ePCR) and the service site's electronic health records (EHR).
2. For CP 021–City and County of San Francisco, medical protocols as an addendum to the proposal.

The above mentioned pilots must wait to provide services until the Office of Statewide Health Planning and Development (OSHPD) acknowledges receipt of the above mentioned items and IRB approval for the respective sites.

If you have any questions, please contact Matthew Ortiz, Health Program Specialist, Healthcare Workforce Development Division (HWDD) at (916) 326-3745 or at matthew.ortiz@oshpd.ca.gov.

Very truly yours,



ROBERT P. DAVID
Director

cc: Fran Mueller, Chief Deputy Director, OSHPD
Stacie S. Walker, Deputy Director, HWDD, OSHPD
DO Files
HWDD Files

REFERENCES

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APPENDIX H Contents: Letters of Support

Eastern Alpine Fire Department Letter of Support

EDC Emergency Services Authority (ESA) Letter of Support

Meeks Bay Fire Protection District (MBFPD) Letter of Support

North Tahoe Fire Protection District (NTFPD) Letter of Support

Tahoe Douglas Fire Protection District (TDFPD) Letter of Support



COUNTY OF ALPINE

Office of the Eastern Alpine Fire

**Department Terrance Hughes, EMS/Fire
Administrator**

May 17, 2021

El Dorado County Emergency Medical Services Agency
ATTN: Office of Procurement and Contracts
2900 Fairlane Court
Placerville, CA 95667

RE: California Tahoe Emergency Services Operations Authority

I am the Fire Chief of Eastern Alpine Fire Rescue. We serve the eastern slope of Alpine County in California, which includes the Kirkwood Mountain Resort. Our jurisdiction is adjacent to that of Lake Valley Fire Protection District (LVFPD), and is partially served by the California Tahoe Emergency Services Operations Authority (CTESOA) by contract.

I am writing this to demonstrate our agency's support of CTESOA being chosen to continue providing Advanced Life Support ambulance services to the population that inhabits and visits the County Service Area 3 (CSA 3). We have worked with the agency for 19 years, and they have proven to be a highly effective organization. Our jurisdiction includes mountainous roads and rugged terrain. Coupled with the extreme weather conditions and limited resources, our calls for service are particularly challenging. The CTESOA meets and exceeds our needs.

Our agencies share a unique jurisdictional system of operation, which has been developed over the years of working together. We rely heavily on the collaboration and partnerships that have been created, and believe that the CTESOA is the best choice for continuation of the ambulance services for this area.

Sincerely,

A handwritten signature in black ink, appearing to read "Terrance N. Hughes".

Terrance N.
Hughes Fire Chief



El Dorado County Emergency Services Authority

480 Locust Road
Diamond Springs, CA 95619
Tel (530) 642-0622 Fax (530) 642-0628
www.edcjsa.org

May 4, 2021

El Dorado County Board of Supervisors
330 Fair Lane
Placerville, CA 95667

Dear Board Chair Hidahl:

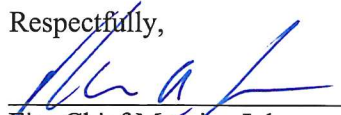
The El Dorado County Emergency Services Authority is writing in support of the California Tahoe Emergency Services Operations Authority (Cal Tahoe JPA) to be chosen to continue to provide Advanced Life Support (ALS) ambulance services to the residents and visitors of County Service Area 3 (CSA 3). The Cal Tahoe JPA has proven to be a highly efficient and effective organization in delivering ALS ambulance service in a very challenging environment that consists of rugged terrain, frequent severe weather events, and large influxes of visitors. Cal Tahoe JPA's EMTs and paramedics are trained to a very high standard to deliver ALS services in an "All Risk" environment which is an absolute necessity given the vulnerabilities the region has for major disaster events along with daily responses.

Our two agencies share a very strong bond of mutual respect and cooperation which has been developed over time and through shared commitments and "like" resources in training together and responding to each other's requests for mutual assistance. The agreements we have for mutual aid and to operate on each other's radio frequencies for communication inter-operability benefits both CSA 3 and CSA 7. Our two communication centers are inter-connected, and it is our hope this arrangement will remain in place and not become convoluted with the addition of a third communication center operated by a new ALS provider.

Cal Tahoe JPA has served the taxpayers of CSA 3 exceptionally well by operating in a cost effective manner and investing wisely in the development of its personnel and infrastructure to meet current and future ALS ambulance demands. Those tax dollar investments will be lost if Cal Tahoe JPA is not allowed to continue to serve CSA 3 as the ALS ambulance provider. We too will be at a loss given the time and effort we have invested in developing a strong working relationship with Cal Tahoe JPA.

It is our hope that as you contemplate your decision on this matter, you will give great consideration and weight to the long history Cal Tahoe JPA has for providing outstanding ALS service and the strong partnerships they have established with their neighboring agencies for mutual support. History is a great predictor of the future and when combined with the support and respect Cal Tahoe JPA has achieved, we believe they will be seen above all others as the best choice for CSA 3.

Respectfully,


Fire Chief Maurice Johnson
EDC ESA Board Chair


Brian Veerkamp
EDC ESA Executive Director

*Cc: Chief Administrative Officer Don Ashton, El Dorado County
EMS Administrator Michelle Patterson, El Dorado County EMS Authority*



Meeks Bay

Fire Protection District

Post Office Box 189
Tahoma, CA 96142
Lake Tahoe
PHONE 530- 525-7548 FAX
530-525-4502
www.MeeksBayFire.com

Steve Leighton, CHIEF

BOARD OF DIRECTORS:

Edward I. Miller
Korie Kromydas
Jennifer Lemke
Louie Fielding

May 18, 2021

EL DORADO COUNTY EMS AGENCY
Attn: Office of Procurement and Contracts
2900 Fairlane Court
Placerville, CA 95667

To Whom It May Concern:

On behalf of Meeks Bay Fire Protection District, I would like to express our desire to have Cal Tahoe Emergency Services Operations Authority ("CTESOA") continue to provide the ambulance service in South Lake Tahoe. For almost 19 years, we have worked closely with them providing ambulance service in El Dorado County.

All of Lake Tahoe is fire-based EMS, and this system works very well in our unique and challenging environment. EMS in our area requires much more than just ambulance transport. Our calls often require rescues in the back country, operating in hazardous conditions, and reliance on neighboring agencies for assistance. We value CTESOA as an "all risk" EMS partner because of the level of training and similar services they are able to provide.

Since 2001, Cal Tahoe has demonstrated exemplary performance and has set the standard in EMS, which the public has come to expect and deserve. We feel strongly that anything less than Cal Tahoe would be a disservice to the residents of El Dorado County and the surrounding allied agencies.

If we can be of further service on this or other related issues, please do not hesitate to reach out at any time.

Respectfully,

A handwritten signature in blue ink, appearing to read "Steve Leighton".

Steve Leighton
Fire Chief
Meeks Bay Fire Protection District

cc: Ryan Wagoner, Executive Director, CTESOA



North Tahoe and Meeks Bay Fire Protection Districts

**222 Fairway Drive
P.O. Box 5879
Tahoe City, CA 96145
530.583.6913
Fax 530.583.6909**

Steve Leighton, Fire Chief

May 18, 2021

El Dorado County EMS Agency
Attention: Office of Procurement and Contracts
2900 Fairlane Court
Placerville, CA 95667

To Whom It May Concern:

On behalf of the North Tahoe Fire Protection District, I would like to express our desire to have Cal Tahoe Emergency Services Operations Authority ("CTESOA") continue to provide the ambulance service in South Lake Tahoe. For almost 19 years, we have worked closely with them providing ambulance service in El Dorado County.

All of Lake Tahoe is fire-based EMS, and this system works very well in our unique and challenging environment. EMS in our area requires much more than just ambulance transport. Our calls often require rescues in the back country, operating in hazardous conditions, and reliance on neighboring agencies for assistance. We value CTESOA as an "all risk" EMS partner because of the level of training and similar services they are able to provide.

Since 2001, Cal Tahoe has demonstrated exemplary performance and has set the standard in EMS, which the public has come to expect and deserve. We feel strongly that anything less than Cal Tahoe would be a disservice to the residents of El Dorado County and the surrounding allied agencies.

If we can be of further service on this or other related issues, please do not hesitate to reach out at any time.

Respectfully,

A handwritten signature in blue ink, appearing to read "Steve Leighton".

Steve Leighton
Fire Chief
North Tahoe Fire Protection District

cc: Ryan Wagoner, Executive Director, CTESOA

TAHOE DOUGLAS FIRE PROTECTION DISTRICT

Scott Lindgren, Fire Chief
Bryce Cranch, Assistant Chief
Eric Guevin, Fire Marshal



Larry Schussel, Chair
Bill Kirschner, Vice Chair
Kevin Kjer, Trustee
Greg Felton, Trustee
Janet Murphy, Trustee

May 18, 2021

El Dorado County CSA3 JPA:

Please accept this letter of support for the continuation of Cal Tahoe JPA as the south shore ALS ambulance provider within CSA 3. The Tahoe Douglas Fire Protection District continues to experience reciprocity of EMS services through a very effective mutual aid system with Cal Tahoe JPA for the past two decades. We value the additional all risk firefighting capability that Lake Valley Fire District personnel add to this mutual aid reciprocity.

Cal Tahoe JPA personnel are extremely professional, working well with several different fire service, law enforcement and dispatch agencies.

We appreciate the partnership we have with Cal Tahoe JPA in our efforts to meet the EMS needs of our community and look forward to continuing that relationship in the future.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brandon Brady".

Brandon Brady, Battalion Chief EMS
Tahoe Douglas Fire Protection District

P.O. Box 919 - 193 Elks Point Road - Zephyr Cove, Nevada 89448

Phone (775) 588-3591 Fax (775) 588-3046

21-0953 A 596 of 936

APPENDIX I Contents: Audits

CTESOA Financial Audit Report 2019 by Richardson and Company

CTESOA Financial Audit Report 2018 by Richardson and Company

**CALIFORNIA TAHOE
EMERGENCY SERVICES OPERATIONS AUTHORITY**

Audited Financial Report

June 30, 2019

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

Audited Financial Report

June 30, 2019

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550 Howe Avenue, Suite 210
Sacramento, California 95825

Telephone: (916) 564-8727
FAX: (916) 564-8728

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
California Tahoe Emergency Services Operations Authority
South Lake Tahoe, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the major fund of the California Tahoe Emergency Services Operations Authority (the JPA), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the JPA's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the State Controller's Minimum Audit Requirements for California Special Districts. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and the major fund of the California Tahoe Emergency Services Operations Authority as of June 30, 2019, and the respective changes in financial position thereof and the budgetary comparison for the

To the Board of Directors
California Tahoe Emergency Services Operations Authority

General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America as well as accounting systems prescribed by the State Controller's Office and state regulations governing special districts.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, as listed in the accompanying table of contents, be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated July 9, 2020 on our consideration of the JPA's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the JPA's internal control over financial reporting and compliance.

Richardson & Company, LLP

July 9, 2020

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2019

The discussion and analysis of California Tahoe Emergency Services Operations Authority's (JPA) financial performance provides an overall review of the JPA's financial activities for the fiscal year ended June 30, 2019. The intent of this discussion and analysis is to look at the JPA's financial performance as a whole. To provide a complete understanding of the JPA's financial performance, please read it in conjunction with the Independent Auditor's Report on page 1, notes to the basic financial statements and the JPA's financial statements.

The Management's Discussion and Analysis (MD&A) is an element of the reporting model adopted by the Governmental Accounting Standards Board (GASB) in Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, issued June 1999. Certain comparative information is required to be presented in the MD&A.

FINANCIAL HIGHLIGHTS

- The JPA is a contract provider to the County of El Dorado with its primary funding source through County Service Area #3 (CSA #3.) All costs are budgeted expenditures through the County of El Dorado Health and Human Services Agency. All funds budgeted in excess of actual expenditures are returned at the end of each fiscal year.
- The JPA's total net position was \$1,192,785 at June 30, 2019, an increase of \$43,689 from the June 30, 2018 balance of \$1,149,096. This increase in net position was due to revenues exceeding expenses, mainly due to the contract service fees received from the County of El Dorado (the County) exceeding the cost of services and a change in the depreciable lives of ambulances during the year that reduced depreciation expense.
- The JPA did not purchase or remount any ambulances during the year ended June 30, 2019, but suffered an ambulance impairment loss and remounted the box subsequent to year-end. During the year ended June 30, 2018 the JPA purchased a new ambulance, remounted a second ambulance and purchased other medical equipment reported as capital assets totaling \$324,875 and sold an ambulance for \$2,201.
- The JPA placed an additional ambulance in service during the year ended June 30, 2018 and now operates five ambulances. The JPA continued to hire and train employees to staff the ambulances.
- The JPA's revenues declined \$287,923, mainly due to the JPA not purchasing any capital assets, which resulted in a \$320,000 reduction in revenues received from the County, offset by a \$35,110 increase in contract service payments from the County. Contract service payments increased according to the Ambulance Inflation Factor. The JPA's expenses declined \$172,091 during the year due to the Board of Directors approving an increase in reimbursed member expenses of approximately \$163,000, which was offset by a \$140,000 reduction in member management fees, a capital asset impairment loss of \$30,565 and a reduction in depreciation expense of \$181,274 due to an increase in depreciable lives of ambulances from five to eight years.

OVERVIEW OF THE FINANCIAL STATEMENTS

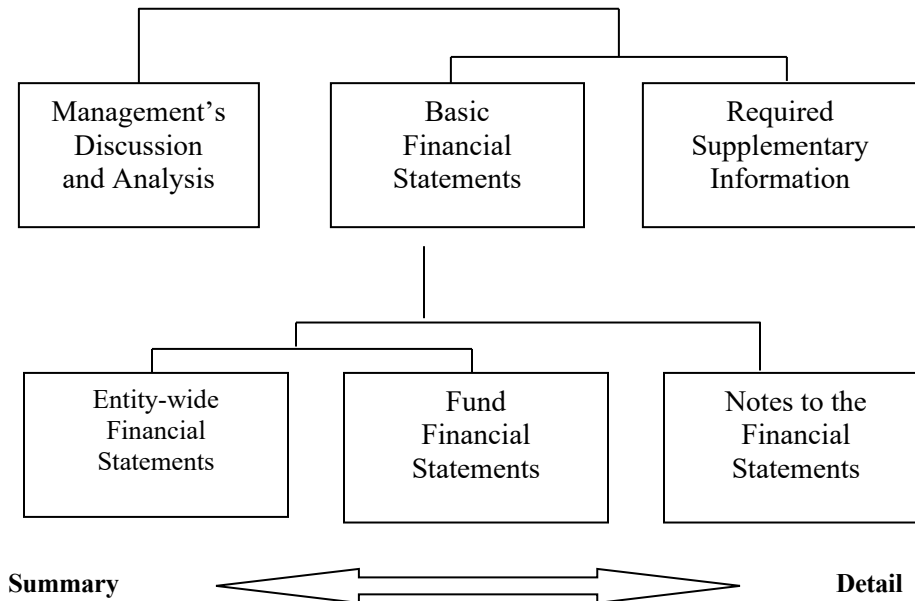
This annual report consists of three parts – management's discussion and analysis (this section), the basic financial statements, and required supplementary information. These statements are organized so the reader can understand the California Tahoe Emergency Services Operations Authority as a financial whole, an entire operating entity. The statements then proceed to provide an increasingly detailed look at specific financial activities.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2019

Components of the Financial Section



The first two statements are *entity-wide or government-wide financial statements*, the Statement of Net Position and Statement of Activities. These statements provide information about the activities of the whole JPA, presenting both an aggregate view of the JPA's finances and a longer-term view of those finances using the full accrual basis of accounting. Fund financial statements provide the next level of detail. For governmental funds, these statements tell how services were financed in the short-term using the modified accrual basis of accounting as well as what remains for future spending. A comparison of the JPA's general fund budget is included.

The financial statements also include notes that explain some of the information in the statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the financial statements.

Reporting the JPA as a Whole

Statement of Net Position and the Statement of Activities

These two statements provide information about the JPA as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the JPA's assets and liabilities using the accrual basis of accounting. This basis of accounting takes into account all of the current year's revenues and expenses regardless of when cash is received or paid. These statements report information on the JPA as a whole and its activities in a way that helps answer the question, "How did we do financially during the year ended June 30, 2019?"

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2019

These two statements report the JPA's net position and changes in that position. This change in net position is important because it tells the reader that, for the JPA as a whole, the financial position of the JPA has improved or diminished. The causes of this change may be the result of many factors, some financial, some not. Over time, the increases or decreases in the JPA's net position, as reported in the Statement of Activities, are one indicator of whether its financial health is improving or deteriorating. The relationship between revenues and expenses indicates the JPA's operating results. However, the JPA's goal is to provide emergency services to our communities, not to generate profits as commercial entities. One must consider many other non-financial factors, such as the quality of care provided to assess the overall health of the JPA.

- ◆ Increases or decreases in the net position of the JPA over time are indications of whether its financial position is improving or deteriorating, respectively. The net position of the JPA increased by \$43,689 during the year, mainly due to the changes in revenues and expenses described previously.
- ◆ Additional non-financial factors such as condition of vehicles and changes to the property tax base of the JPA need to be considered in assessing the overall health of the JPA. The JPA serves semi-rural and wilderness areas, putting a lot of miles on the vehicles. The JPA has a replacement plan for ambulances based on mileage. The current replacement plan calls for one ambulance to be replaced or remounted approximately every two years. The JPA has needed to replace vehicles at a faster pace than this plan in previous fiscal years. However, a provision in the new contract is expected to reduce the number of miles driven each year significantly.

Fund Financial Statements

The fund financial statements provide more detailed information about the inflow and outflow of the JPA's resources in the current year – not the JPA as a whole.

Major Governmental Funds

- ◆ Governmental Funds

All of the JPA's activities are reported in one governmental fund, the General Fund. Governmental funds focus on how money flows into and out of the funds and the balances that remain at the end of the year. They are reported using an accounting basis called modified accrual basis of accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the JPA's operations and services that help determine whether there are more or fewer financial resources that can be spent in the near future to finance the JPA's programs.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2019

FINANCIAL ANALYSIS OF THE GOVERNMENT-WIDE STATEMENTS

The JPA's net position was \$1,192,785 at June 30, 2019, consisting of \$571,133 investment in capital assets and \$621,652 of unrestricted net position. The government-wide balances are presented in the table below.

COMPARATIVE STATEMENT OF NET POSITION

	Governmental Activities			
	2019	2018	\$ Change	% Change
ASSETS				
Cash and investments	\$ 373,876	\$ 491,688	\$ (117,812)	-24%
Accounts receivable	200,192		200,192	100%
Prepaid items	17,869	21,937	(4,068)	-19%
Medical supplies inventory	112,438	112,438		
Performance deposit	50,000	50,000		
Capital assets, net of depreciation	571,133	607,858	(36,725)	-6%
TOTAL ASSETS	1,325,508	1,283,921	41,587	3%
LIABILITIES				
Accounts payable and other liabilities	76,009	82,353	(6,344)	-8%
Salaries and benefits payable	48,225	42,612	5,613	13%
Compensated absences -current	7,980	8,874	(894)	-10%
Compensated absences -noncurrent	509	986	(477)	-48%
TOTAL LIABILITIES	132,723	134,825	(2,102)	-2%
NET POSITION				
Investment in capital assets	571,133	607,858	(36,725)	-6%
Unrestricted	621,652	541,238	80,414	15%
TOTAL NET POSITION	\$ 1,192,785	\$ 1,149,096	\$ 43,689	4%

Total assets increased by \$41,587, including a decrease in cash and investments of \$117,812, an increase in receivables of \$200,192 from a receipt of contract service revenue occurring after year-end, an impairment loss on capital assets of \$30,565 and smaller changes in other asset categories. The decrease in cash and investments was mainly due to the revenue that was receivable at year-end, offset by the change in net position of \$43,689 and changes in other assets and liabilities.

The JPA's net position increased \$43,689 during the fiscal year from \$1,149,096 to \$1,192,785. The JPA's expenses for providing ambulance and dispatch services, including payroll and benefits and depreciation, represented nearly 100% of total expenses as described in the table below.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2019

COMPARATIVE STATEMENT OF ACTIVITIES

	Governmental Activities			
	2019	2018	\$ Change	% Change
REVENUES				
Program revenues	\$ 2,440,894	\$ 2,728,809	\$ (287,915)	-11%
General revenues				
Interest and investment earnings	160	168	(8)	-5%
TOTAL REVENUES	<u>2,441,054</u>	<u>2,728,977</u>	<u>(287,923)</u>	<u>-11%</u>
EXPENSES				
Regional ambulance and dispatch	2,397,365	2,569,456	(172,091)	-7%
TOTAL EXPENSES	<u>2,397,365</u>	<u>2,569,456</u>	<u>(172,091)</u>	<u>-7%</u>
CHANGE IN NET POSITION	43,689	159,521	(115,832)	-73%
Net position, beginning of year	1,149,096	989,575	159,521	16%
NET POSITION, END OF YEAR	<u>\$ 1,192,785</u>	<u>\$ 1,149,096</u>	<u>\$ 43,689</u>	<u>-8%</u>

Program revenues decreased by \$287,915, mainly from a contract service fees increase of \$35,110 from changes in the Ambulance Inflation Factor used by the County to adjust the service fees, offset by a \$320,000 reduction in the County's contribution to purchase and remount of ambulances in 2018. No capital asset additions occurred during the year ended June 30, 2019.

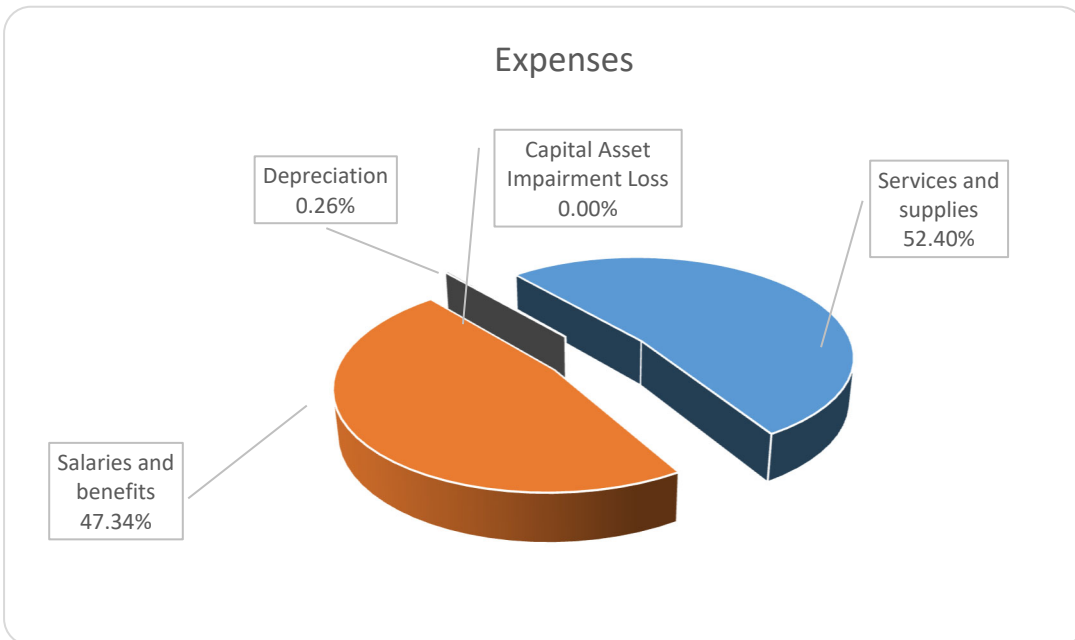
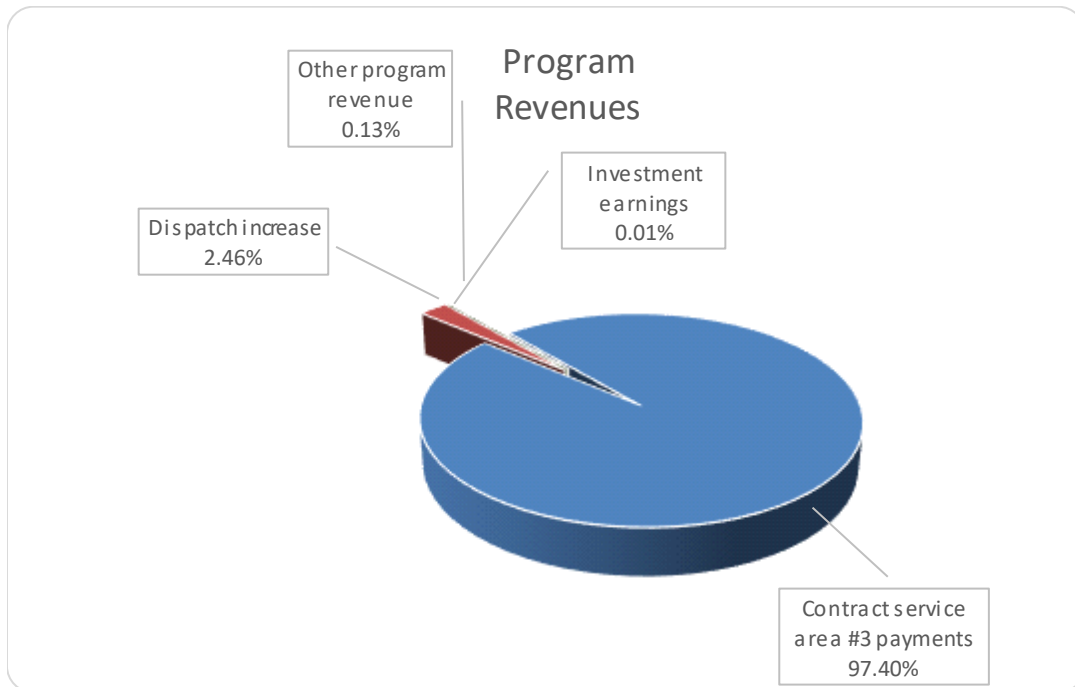
Expenses decreased by \$172,091 from the year ended June 30, 2018, mainly due to decreases in salaries and benefits of \$18,425, medical supplies expense of \$18,929, equipment maintenance of \$22,336, Lake Valley management fees of \$140,000, a capital asset impairment loss of \$30,565 and depreciation of \$230,089, offset by increases in Lake Valley expense reimbursements of \$162,579, attorney fees of \$21,455, Paychex fees of \$11,736, contingency expenses mainly made up of ambulance maintenance of \$18,435 and other smaller increases. The decrease in salaries and benefits was due to turnover and a change in health insurance carriers. The reduction in depreciation expense was from extending the lives of ambulances. The increase in attorney fees was due to assistance with issues related to the admission of Barton Healthcare Group as a member and assistance with contract renewal issues. The Paychex fees increased due to a discount that expired.

As reported in the Statement of Activities, the cost of all of the JPA's governmental activities this year was \$2.40 million. Program revenues were \$2.44 million. The charts below show the composition of program revenues and expenses for the year.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2019



FINANCIAL ANALYSIS OF THE GOVERNMENTAL FUND STATEMENTS

The General Fund financial statements focus on individual parts of the JPA's operations in more detail than the government-wide statements. The JPA's fund statements provide information on current inflows and outflows of spendable resources. All funds budgeted in excess of actual expenditures are returned at the end of each fiscal year.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2019

The total assets of the General Fund increased by \$78,312, primarily due to the decrease in cash and investments and increase in receivables, offset by changes in other assets described previously. Total General Fund liabilities increased only \$731 from June 30, 2018. Fund balance of the General Fund decreased by \$79,043 from the June 30, 2018 fund balance of \$551,098 due to the changes in assets and liabilities described above. Revenues decreased by \$287,923, primarily due to contract service fees increasing by \$35,110 due to the Ambulance Inflation Factor increasing and no revenue being received from the County for asset purchases, as described previously. Expenditures decreased by \$293,813, which was due to the changes described previously, excluding the reduction of depreciation that is not recorded in the General Fund, and capital outlay expense decreasing \$324,875 due the JPA not purchasing capital assets, as described previously.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

Comparative Schedule of Capital Assets, Net of Depreciation June 30, 2017 and 2016

	2019	2018	Difference Increase (Decrease)
Vehicles	\$ 437,274	\$ 414,377	\$ 22,897
Equipment	133,859	193,481	(59,622)
Totals	<u>\$ 571,133</u>	<u>\$ 607,858</u>	<u>\$ (36,725)</u>

The change in depreciation resulted in the changes above. An increase in ambulance depreciable lives from five to eight years and an impairment loss on an ambulance that had an engine failure resulted in a decrease in vehicle accumulated depreciation that resulted in the \$22,897 increase in the net amount above. More information about capital assets may be found in Note C to the financial statements.

Long-term Debt

The JPA had no outstanding debt at June 30, 2019.

GENERAL FUND BUDGETARY HIGHLIGHTS

The General Fund revenues were higher than the final budget by \$23,298, primarily due to the Ambulance Inflation Factor increase provided for contract service payments being a higher percentage than anticipated in the budget. Expenditures were lower than the final budget by \$77,107, primarily due a number of positive variances from the budget, including salaries and benefits of \$57,498, medical supplies of \$10,928 and a large number of smaller positive variances, offset by negative variances in the Lake Valley Fire Protection District payroll of \$10,075 and attorney fees of \$15,882. The JPA's budgeting for the new expenditures will become more precise as management has more history to draw upon when budgeting.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2019

CONTACTING THE JPA'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, parents, investors, and creditors with a general overview of the JPA's finances and to show the JPA's accountability for the money it receives. If you have questions about this report or need additional financial information, please contact the Executive Director, Ryan Wagoner, California Tahoe Emergency Services Operations Authority, 2951 Lake Tahoe Boulevard, South Lake Tahoe, CA 96150.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

STATEMENT OF NET POSITION AND
GOVERNMENTAL FUND BALANCE SHEET

June 30, 2019

	General Fund	Adjustments (Note G)	Statement of Net Position
ASSETS			
Cash and investments	\$ 373,876		\$ 373,876
Accounts receivable	200,192		200,192
Prepaid items	17,869		17,869
Medical supplies inventory	112,438		112,438
Performance deposit	50,000		50,000
Capital assets, net of depreciation		\$ 571,133	571,133
TOTAL ASSETS	\$ 754,375	571,133	1,325,508
LIABILITIES			
Accounts payable and other current liabilities	\$ 76,009		76,009
Salaries and benefits payable	48,225		48,225
Compensated absences - current		7,980	7,980
Compensated absences - noncurrent		509	509
TOTAL LIABILITIES	124,234	8,489	132,723
FUND BALANCE			
Nonspendable	130,307	(130,307)	
Committed	159,933	(159,933)	
Unassigned	339,901	(339,901)	
TOTAL FUND BALANCE	630,141	(630,141)	
TOTAL LIABILITIES AND FUND BALANCE	\$ 754,375		
NET POSITION			
Investment in capital assets		571,133	571,133
Unrestricted		621,652	621,652
TOTAL NET POSITION		\$ 1,192,785	\$ 1,192,785

The accompanying notes are an integral part of these financial statements.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

For the Year Ended June 30, 2019

	General Fund	Adjustments (Note G)	Statement of Activities
EXPENDITURES/EXPENSES			
Ambulance services:			
Services and supplies	\$ 1,240,237		\$ 1,240,237
Salaries and benefits	1,121,774	\$ (1,371)	1,120,403
Depreciation		6,160	6,160
Capital asset impairment loss		30,565	30,565
TOTAL EXPENDITURES/EXPENSES	<u>2,362,011</u>	<u>35,354</u>	<u>2,397,365</u>
PROGRAM REVENUES			
Operating grants and subsidies:			
Contract service area #3 payments	2,377,630		2,377,630
Dispatch revenue	60,000		60,000
Charges for services:			
Other program revenue	3,264		3,264
TOTAL REVENUES	<u>2,440,894</u>		<u>2,440,894</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>78,883</u>		
NET PROGRAM REVENUES/(EXPENSES)		<u>(35,354)</u>	<u>43,529</u>
GENERAL REVENUES			
Investment earnings	<u>160</u>		<u>160</u>
TOTAL GENERAL REVENUES	<u>160</u>		<u>160</u>
NET CHANGE IN FUND BALANCE	79,043	(79,043)	
CHANGE IN NET POSITION		43,689	43,689
Fund balance/net position, beginning of year	<u>551,098</u>	<u>597,998</u>	<u>1,149,096</u>
FUND BALANCE/NET POSITION, END OF YEAR	<u>\$ 630,141</u>	<u>\$ 562,644</u>	<u>\$ 1,192,785</u>

The accompanying notes are an integral part of these financial statements.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - GENERAL FUND

For the Year Ended June 30, 2019

	Budgeted Amounts		Actual	Variance With Final Budget Positive (Negative)	Adjustment to GAAP Basis	Actual Amounts - GAAP Basis
	Original	Final	Amounts			
REVENUES						
Contract service area #3 payments	\$ 2,353,956	\$ 2,353,956	\$ 2,377,630	\$ 23,674		\$ 2,377,630
Fund balance appropriated	21,362	21,362	21,362		\$ (21,362)	
Dispatch revenue	60,000	60,000	60,000			60,000
Other program revenue	3,000	3,000	3,264	264		3,264
Investment earnings	800	800	160	(640)		160
TOTAL REVENUE	2,439,118	2,439,118	2,462,416	23,298	(21,362)	2,441,054
EXPENDITURES						
Salaries and benefits						
Staff salaries/health insurance	1,009,272	1,009,272	990,491	18,781		990,491
Workers' compensation	85,000	85,000	59,314	25,686		59,314
Health benefit	60,000	60,000	46,503	13,497		46,503
Earned time off	25,000	25,000	25,466	(466)		25,466
Services and supplies						
Professional fees/contracts						
Lake Valley Fire Protection						
District payroll reimbursed	605,309	605,309	615,384	(10,075)		615,384
Executive Director contract	110,000	110,000	110,000			110,000
Attorney fees	30,000	30,000	45,882	(15,882)		45,882
Paychex fees	16,000	16,000	23,265	(7,265)		23,265
Accounting	5,000	5,000	6,905	(1,905)		6,905
Dispatch contract	150,000	150,000	150,000			150,000
Medical supplies	128,000	128,000	117,072	10,928		117,072
Fuel	45,000	45,000	42,396	2,604		42,396
Equipment maintenance	35,384	35,384	29,304	6,080		29,304
Contingency						
Ambulance maintenance	13,285	13,285	13,285			13,285
Other	4,868	4,868	6,650	(1,782)		6,650
Employee expense/physical/ background/training	20,000	20,000	15,050	4,950		15,050
Vehicle insurance	15,000	15,000	15,003	(3)		15,003
Ambulance warranties	13,000	13,000	8,833	4,167		8,833
Computer equipment	10,000	10,000	7,059	2,941		7,059
Communications/cell phone	10,000	10,000	6,888	3,112		6,888
Station supplies	5,000	5,000	6,560	(1,560)		6,560
Office expense	10,000	10,000	5,535	4,465		5,535
Scholarships	10,000	10,000	4,787	5,213		4,787
Personal protective equipment/ uniforms	8,000	8,000	2,926	5,074		2,926
Travel	5,000	5,000	2,827	2,173		2,827
Utilities	6,000	6,000	2,306	3,694		2,306
Snow removal	5,000	5,000	2,320	2,680		2,320
TOTAL EXPENSES	2,439,118	2,439,118	2,362,011	77,107		2,362,011
NET CHANGE IN FUND BALANCE	\$ -	\$ -	100,405	\$ 100,405	\$ (21,362)	79,043
Fund balance/net position, beginning of year			551,098			551,098
FUND BALANCE AT END OF YEAR			\$ 651,503			\$ 630,141

The accompanying notes are an integral part of these financial statements.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2019

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the California Tahoe Emergency Services Operations Authority (the JPA) have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The most significant accounting policies of the JPA are described below.

Reporting Entity: California Tahoe Emergency Services Operations Authority (the JPA) was organized under the laws of the State of California on January 24, 2001 and began operations on September 1, 2001. The JPA is a joint exercise of powers entity (JPA) originally between the City of South Lake Tahoe Fire Department (the City) and the Lake Valley Fire Protection District (Lake Valley). During the year ended June 30, 2018, the JPA admitted Fallen Leaf Lake Community Services District Fire Department (Fallen Leaf Lake) as a member. The JPA is governed by a Board of Directors made up of two Lake Valley elected officials, two members of the City Council and one Fallen Leaf Lake elected official that are appointed by their governing bodies.

The purpose of the JPA is to provide ambulance and other emergency medical services within the Lake Tahoe basin and other portions of El Dorado County (County), as specified by a service agreement with the County ending August 31, 2021. The JPA owns six ambulances for this purpose. Dispatch services are provided by the City under a dispatch agreement through the date of the services agreement. Operational funding for the JPA is handled through the County as part of the services agreement. The County accounts for the ambulance and other emergency services activities in the County Service Area (CSA) No. 3 Fund and its revenues are made up of:

- Property taxes
- Benefit assessment
- Ambulance billing
- Approximately \$10 million annually (combined total for both CSA 3&7)
- 40% from tax/assessments
- 60% from ambulance billing

The JPA's primary funding is received through a monthly service fee from the County's CSA No. 3 Fund as part of the service agreement. Each year the service fee is evaluated and adjusted based on call volume, patient billing and the consumer price index (CPI) for the upcoming year. Interfacility transfers (IFT) and standby fees are not counted as part of the overall response volume, but rather are billed separately by the County. Billings for IFT's are handled through a contractor, with collected revenues being placed into a separate County account. The County receives 7% of collections for operational costs and fees charged by the contractor. The service fees include a flat amount for long-distance transportation costs. Standby fees remitted to the JPA by the County are passed through to the related member agency.

A reporting entity is comprised of the primary government and its component units, which are entities for which the government is financially accountable. The JPA is not a component unit of any other entity and no other entities are considered to be component units of the JPA.

Basis of Presentation – Government-wide Financial Statements: The government-wide statement of net position and statement of activities display information about the non-fiduciary activities of the primary government (the JPA). These statements include the financial activities of the JPA.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recognized when earned, and expenses are recognized when a liability is incurred, regardless of the timing of related cash flows. Nonexchange transactions in which the JPA gives (or receives) value without directly receiving (or giving) equal value in exchange, such as grants, are recognized when all eligibility requirements are met.

The statement of activities presents a comparison between direct expenses and program revenues for the JPA's governmental activities. Direct expenses are those that are specifically associated with the JPA. Program revenues

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2019

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

include contract service area #3 payments and contributions that are restricted to meeting the operational requirements of the JPA. Revenues that are not classified as program revenues, including interest income, are presented as general revenues.

Measurement Focus, Basis of Accounting and Financial Statement Presentation: The accounts of the JPA are organized on the basis of funds. A fund is a separate accounting entity with a self-balancing set of accounts. The JPA accounts for its activities in the General Fund, which is accounted for as a governmental fund. Governmental funds are established for the purpose of accounting for specific activities in accordance with applicable regulations, restrictions or limitations. Major individual funds are reported as separate columns in the fund financial statements.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets, deferred outflows of resources, current liabilities and deferred inflows of resources are included on the balance sheet. Operating statements present increases (i.e. revenues and other financing sources) and decreases (i.e. expenditures and other financing uses) in net current assets. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the JPA considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Grant funds and exchange revenue earned but not received are recorded as a receivable. Grant funds, and exchange revenue received before the revenue recognition criteria have been met, are reported as deferred inflows or unearned revenues, respectively.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, long-term liabilities, compensated absences and expenditures related to claims and judgments are recorded only when payment is due. General capital assets are reported as capital outlay expenditures in governmental funds when purchased and proceeds from sales of capital assets are reported as other financing sources in the operating statement.

When both restricted and unrestricted resources are available, it is the JPA's policy to use restricted resources first, then unrestricted resources as they are needed. Expenditures against unrestricted resources first reduce committed, then assigned and finally unassigned fund balance.

The JPA's only major governmental fund is the General Fund. The General Fund is the general operating fund of the JPA and accounts for revenues collected to provide services and finance the fundamental operations of the JPA. The fund is charged with all costs of operations.

Prepaid Items: Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. In governmental funds, prepaid items are reported as nonspendable fund balance to indicate they do not constitute current resources available for appropriation. The consumption method is used to recognize prepaid items.

Medical Supplies Inventory: Inventory consists of medical supplies and drugs inventory. Inventory is valued at cost, which approximates market, using the specific identification method. The cost of the inventory is recorded as expenditures/expenses when consumed rather than when purchased.

Performance Deposit: The JPA made a \$50,000 performance deposit to the County of El Dorado in 2013 under the terms of the JPA's service agreement. The City funded the deposit. The deposit may be returned at the end of the service agreement if the JPA meets the terms of the agreement and it would be returned to the City.

Capital Assets: Capital assets are stated at cost or estimated cost where no historical records exist. Donated capital assets are recorded at the acquisition value, which is the price that would be paid to acquire an asset with equivalent service potential in an orderly market transaction at the acquisition date. Maintenance and repair costs are expensed as incurred unless they extend the useful life of the asset. Capital assets with a value of \$500 or more are capitalized. Ambulances and other vehicles are depreciated over eight years. Equipment is depreciated on a straight-line basis over 5 to 10 years depending on the type of asset.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2019

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Compensated Absences – Unused earned time off is accumulated at 3.46 hours per pay period up to a maximum of 135 hours and is paid at the time of termination from the JPA's employment. The JPA accrues accumulated unpaid compensated absences when earned by the employee and the General Fund is used to liquidate the liability.

Fund Balance: Governmental funds report nonspendable, restricted, committed, assigned and unassigned balances.

Nonspendable Fund Balance – Fund balance should be reported as nonspendable when the amounts cannot be spent because they are either not in spendable form, or are legally or contractually required to be maintained intact. Nonspendable balances are not expected to be converted to cash within the next operating cycle, which include prepaid expenses and long-term receivables. The JPA's nonspendable fund balance is for prepaid items and inventory.

Restricted Fund Balance – Fund balance should be reported as restricted when constraints placed on the use of resources are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or imposed by law through constitutional provisions or enabling legislation. The JPA had no restricted fund balance.

Committed Fund Balance – Fund balance should be reported as committed when the amounts can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority, which is a Resolution of the Board of Directors. These amounts are committed for equipment replacement and cannot be used for any other purpose unless the governing body modifies or removes the commitment with another Resolution. The committed fund balance is maintained in a separate bank account and the interest is added to the reserve each year. The Board of Directors also has a 10% operating contingency reserve approved by Commissioner Resolution that is not reported as committed fund balance because the terms for use of the contingency is not sufficiently detailed to meet the definition of committed under GASB Statement No. 54.

Assigned Fund Balance – Fund balance should be reported as assigned when the amounts are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed. The JPA had no assigned fund balance.

Unassigned Funds – Unassigned fund balance is the residual classification of the JPA's funds and includes all spendable amounts that have not been restricted, committed, or assigned to specific purposes.

Net Position: The government-wide financial statements present net position. Net position is categorized as the investment in capital assets, restricted and unrestricted.

Investment in Capital Assets – This category groups all capital assets into one component of net position. Accumulated depreciation reduces the balance in this category.

Restricted Net Position – This category presents external restrictions imposed by creditors, grantors, contributors, laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation. The JPA had no restricted net position at year-end.

Unrestricted Net Position – This category represents net position of the JPA that is not restricted for any project or other purpose.

Budget: An annual budget is adopted on a basis consistent with generally accepted accounting principles for all governmental funds. The JPA's governing board adopts a preliminary budget by July 1 and a final budget no later than October 1. A public hearing must be conducted to receive comments prior to adoption. The JPA's governing board satisfied these requirements.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2019

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

This budget is reviewed by the JPA Governing Board during the year to give consideration to unanticipated income and expenditures. Budget appropriations lapse at each year-end. The original and final budget are presented for the General Fund as required under Generally Accepted Accounting Principles (GAAP), with the exception of the amount approved in the budget to be added to the reserves of fund balance. The addition to reserves of fund balance is eliminated to report the actual expenses on the GAAP basis on the Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – General Fund.

Use of Estimates: The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities and deferred inflows of resources and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates.

NOTE B – CASH AND INVESTMENTS

At June 30, 2019, the Commission's cash and investments consisted of cash on hand of \$389, deposits in financial institutions of \$373,253 and an investment in the County of El Dorado investment pool of \$234.

Investment policy: The JPA has adopted an investment policy that allows the JPA to invest in any investments authorized under California Government Code Section 53601. The JPA does not have any policies that address the risks to which the JPA is exposed beyond those addressed under the California Government Code. The JPA currently invests only in bank deposits and the County of El Dorado investment pool. The County allocates interest to the various funds based upon the average daily cash balances. Investments held in the County Pool are available on demand to the JPA and are stated at amortized cost, which approximates fair value.

Interest rate risk: Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Authority currently has no investments subject to interest rate risk.

Credit Risk: Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The Authority currently has no investments that are rated by a rating agency.

Custodial Credit Risk: Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of a failure of the counter party (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure public agency deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. Custodial credit risk does not apply to a local government's indirect deposits or investment in securities through the use of governmental investment pools (such as the County's cash and investments pool).

At June 30, 2019, the carrying amount and the balance in the financial institution of the JPA's deposits was \$373,253 and \$434,922, respectively. Of the balance in financial institutions, \$250,000 was covered by federal depository insurance and the remaining amount was covered by a pledge of the financial institution's securities, but not in the name of the JPA.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2019

NOTE B – CASH AND INVESTMENTS (Continued)

Concentration of Credit Risk: This risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. At year-end, the JPA was not exposed to concentration of credit risk.

NOTE C – CAPITAL ASSETS

Capital asset activity was as follows for the year ended June 30:

	Balance June 30, 2018	Additions	Disposals	Balance June 30, 2019
Capital assets being depreciated:				
Vehicles	\$ 1,003,640		\$ (146,713)	\$ 856,927
Equipment	494,531			494,531
Total capital assets being depreciated	1,498,171		(146,713)	1,351,458
Less accumulated depreciation for:				
Vehicles	(589,263)	\$ 53,462	116,148	(419,653)
Equipment	(301,050)	(59,622)		(360,672)
Total accumulated depreciation	(890,313)	(6,160)	116,148	(780,325)
Total capital assets being depreciated, net	\$ 607,858	\$ (6,160)	\$ (30,565)	\$ 571,133

The depreciable lives of ambulances were revised from five to eight years during the year-ended June 30, 2019 due to the ambulances being driven fewer miles under the terms of the new contract with the County. This change in depreciable lives was reported as a change in estimate and resulted in a decrease in depreciation expense of \$181,274 during the year ended June 30, 2019.

During the year ended June 30, 2019, ambulance 3134 experienced an impairment loss of \$30,565 due to an engine failure. The box was remounted and the chassis was disposed of after year-end. The cost, accumulated depreciation and net book value of ambulance 3134 is listed in the table above.

NOTE D – COMPENSATED ABSENCES

Changes in compensated absences consisted of the following during the year ended June 30:

	Balance July 1, 2018	Additions	Retirements	Balance June 30, 2019	Due within one year
Compensated absences	\$ 9,860	\$ 22,531	\$ (23,902)	\$ 8,489	\$ 7,980

NOTE E – COMMITMENTS AND CONTINGENCIES

Legal Contingencies: The JPA is subject to claims arising from the normal course of business. A claim exists over an accident by an ambulance. In the opinion of management, the disposition of the claim is not expected to have a material adverse effect on the financial position of the JPA. However, the ultimate outcome is not currently known.

El Dorado County Contract: El Dorado County has contracted with the JPA to provide full-service emergency and non-emergency pre-hospital advanced life support services, dispatch services, and non-emergency transports for the area known in El Dorado County as County Service Area (CSA) No. 3 South Shore area, except for the Tahoe West

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2019

NOTE E –COMMITMENTS AND CONTINGENCIES (Continued)

Shore Zone of Benefit. Under the terms of this agreement, the JPA receives a set amount per month, which is adjusted annually for volume changes and the consumer price index. This is a significant revenue source for the JPA and losing this revenue source would have a significant impact on the JPA's services and would require another revenue source to be identified for the JPA to continue as a going concern.

The contract in place during the year ended June 30, 2019 ended July 31, 2019, but was extended to August 31, 2021.

Under the terms of the contract, audits may be required and certain items may be questioned as not being appropriate under the terms of the contract. Such audits could lead to requests for reimbursement to the County. No such reimbursement requests have been made by the County. The contract also allows the County to activate performance rights/takeover rights allowing the County to use another service provider under certain conditions specified in the contract. If such an event occurred, the County may lease the JPA's assets on a monthly basis for the monthly rental value of the assets or it may exercise a purchase option and purchase the assets from the JPA at an appraised fair value agreed upon by the County and JPA.

NOTE F – RISK MANAGEMENT

The JPA is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disasters. The JPA contracts with American Alternative Insurance Corporation for property, liability, and auto and theft insurance coverage. There have been no reductions in coverage and settled claims have not exceeded this commercial coverage in the last three years.

NOTE G – RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET WITH THE GOVERNMENT-WIDE STATEMENT OF NET POSITION

Total fund balance of the JPA's governmental fund differs from net position of governmental activities primarily because of the long-term focus of the statement of net position versus the current financial resources focus of the governmental fund balance sheet. The differences are described below:

Fund balance of governmental funds	\$ 630,141
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the governmental funds.	
Capital assets, net	571,133
Certain liabilities are not due and payable in the current period and therefore are not reported in the governmental funds.	
Compensated absences	<u>(8,489)</u>
Net position in the government-wide statement of net position	<u>\$ 1,192,785</u>

The net change in fund balances of governmental fund differs from the change in net position of governmental activities primarily because of the long-term focus of the statement of net position versus the current financial resources focus of the governmental funds balance sheet. The differences are described below:

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2019

NOTE G – RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET WITH THE GOVERNMENT-WIDE STATEMENT OF NET POSITION (Continued)

Net change in fund balance of governmental funds	\$ 79,043
Governmental funds report capital outlays as expenditures, which are allocated over their useful lives as depreciation expense. Also, governmental funds report proceeds from the sale of capital assets while gains or losses on disposal of capital assets are reported in the statement of activities. The change in capital assets consists of:	
Depreciation	(6,160)
Capital asset impairment loss	(30,565)
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.	
Change in compensated absences	<u>1,371</u>
Change in net position of the statement of activities	<u>\$ 43,689</u>

NOTE H – RELATED PARTY TRANSACTIONS

The JPA has the City, Lake Valley and Fallen Leaf Lake as members. Transactions with the City, Lake Valley and Fallen Leaf Lake, as applicable, include the following expenditures:

	<u>City</u>	<u>Lake Valley</u>
Reimbursement of payroll and related costs		\$ 615,384
Dispatch contract	\$ 150,000	
Vehicle maintenance		25,825
Fuel		13,274
Warranties		12,000
Office Expense		4,346
Miscellaneous		<u>24,239</u>
	<u>\$ 150,000</u>	<u>\$ 695,068</u>

Payables to the City and Lake Valley at June 30, 2019 were \$12,500 and \$56,600, respectively. In November 2016, the JPA and City entered into an agreement allowing the JPA to lease Fire Station #2 from the City through October 31, 2019 at no cost to the JPA, which is where the JPA parks its ambulances.

NOTE I – SUBSEQUENT EVENTS

The new service contract with the County requires the County to provide two payments of \$120,000 each to the JPA for capital asset acquisition, lease or maintenances costs. The first payment was received in August 2019 and the second payment is due in August of 2020. The contract also requires the County to reimburse the JPA up to \$100,000 for the lease of office space and/or staff housing quarters and improvements to replace Fire Station #2 because the agreement with the City ended on October 31, 2019. County management indicated the \$120,000 payment due in August 2020 could be used to reimburse the JPA for costs incurred on the ambulance facility discussed below.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2019

NOTE I – SUBSEQUENT EVENTS (Continued)

The dispatch contract with the City increased to \$20,833 per month, or \$250,000 per year, during September 2019 and includes a yearly increase of 3% that will apply in future years. The agreement ends on August 31, 2024 and has an option to extend the contract through August 31, 2029 upon agreement by both parties to the contract.

On October 14, 2019 and April 24, 2020, the Board of Directors approved remounts of two ambulances in amounts not to exceed \$130,000.

On February 11, 2020, the JPA signed a sublease agreement with the City of South Lake Tahoe for \$1 to lease a property located at 3066 Lake Tahoe Boulevard in South Lake Tahoe to serve as an ambulance facility. The agreement ends on September 1, 2021 and, assuming the JPA meets the requirements specified in the agreement, the agreement will automatically renew for an additional five-year term through September 1, 2026 for \$1. The agreement requires the JPA to submit a written plan to the City to bring the building in compliance with building codes as a condition to renew the agreement. The JPA may continue to occupy the property on a month to month basis after the agreement has terminated without extension of or execution of a new agreement at the same terms unless the City provides written notice that it will terminate the month to month tenancy. The JPA has entered into various short-term leases for space during the year ended June 30, 2020 that will be renewed on a month to month basis until the facility is completed.

On June 8, 2020, the JPA's Board of Director's approved a construction budget of \$397,680 and approved a construction management agreement budget of \$26,000 for the ambulance facility. However, both contractors did not perform adequately under the agreements and the contracts are in the process of being rebid.

On March 11, 2020, the World Health Organization declared the outbreak of a coronavirus (COVID-19) a pandemic. The COVID-19 outbreak is disrupting supply chains and affecting production and sales across a range of industries. The extent of the impact of COVID-19 on the JPA's operational and financial performance will depend on certain developments, including the duration and spread of the outbreak, impact on the taxpayers, employees and vendors, all of which are uncertain and cannot be predicted. At this point, the extent to which COVID-19 may impact the financial condition and operations is uncertain. The JPA has experienced increased costs for personnel and supplies due to the pandemic. The JPA is seeking funding from the Federal Emergency Management Agency and the County to cover the increased costs, but it is uncertain whether additional funding will ultimately be received.

COMPLIANCE REPORT

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

To the Board of Directors
California Tahoe Emergency Services Operations Authority
South Lake Tahoe, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of the California Tahoe Emergency Services Operations Authority (the JPA), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the JPA's basic financial statements, and have issued our report thereon dated July 9, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the JPA's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the JPA's internal control. Accordingly, we do not express an opinion on the effectiveness of the JPA's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the JPA's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified a deficiency in internal control, described in the accompanying schedule of findings and responses as finding 2019-001, that we consider to be a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the JPA's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

To the Board of Directors
California Tahoe Emergency Services Operations Authority

The JPA's Response to Findings

The JPA's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. The JPA's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide on the effectiveness of the JPA's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards*, in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Richardson & Company, LLP

July 9, 2020

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

SCHEDULE OF FINDINGS AND RESPONSES

June 30, 2019

CURRENT YEAR FINDING

INTERNAL CONTROL OVER FINANCIAL REPORTING

Finding 2019-001

Condition: A number of audit adjustments were necessary to properly report the JPA's financial activity in accordance with generally accepted accounting principles (GAAP), which is an indication of missing internal controls over financial reporting.

Criteria: Internal controls over financial reporting should be in place to ensure management has the ability to initiate, record, process and report financial data consistent with the assertions of management in the financial statements.

Cause: Although improvement was noted, the District's closing process did not identify all transactions that needed to be recorded during the closing process. It appeared that management properly coded invoices, but did not review of the entries made by the contract accountant to ensure the amounts were posted to the correct account.

Effect: A significant number of adjusting and reclassifying entries were found during the audit and the audit took significantly more time to complete than expected. Transaction classes needing adjustment included prepaid expenses, capital assets, accounts payable, salaries and benefits payable, compensated absences, fund balance and expenditures

Recommendation: We recommend the JPA work with the contract accountant to ensure cut-off entries are posted in areas where journal entries were identified.

Management's Response: The QuickBooks system and reports are set up and JPA staff is now more familiar with its capabilities. Processes have been put into place to review the account coding and general ledger detail regularly to ensure transactions are appropriately recorded, which will address the recommendations.

PRIOR YEAR FINDINGS

COMPLIANCE

FINDING 2018-001

Condition: A number of audit adjustments were necessary to properly report the JPA's financial activity in accordance with generally accepted accounting principles (GAAP), which is an indication of missing internal controls over financial reporting.

Current Status: The issue was not resolved during the year. Finding 2019-001 is a continuation of this finding.

**CALIFORNIA TAHOE
EMERGENCY SERVICES OPERATIONS AUTHORITY**

Audited Financial Report

June 30, 2018

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

Audited Financial Report

June 30, 2018

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
California Tahoe Emergency Services Operations Authority
South Lake Tahoe, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the major fund of the California Tahoe Emergency Services Operations Authority (the JPA), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the JPA's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the State Controller's Minimum Audit Requirements for California Special Districts. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and the major fund of the California Tahoe Emergency Services Operations Authority as of June 30, 2018, and the respective changes in financial position thereof and the budgetary comparison for the

To the Board of Directors
California Tahoe Emergency Services Operations Authority

General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America as well as accounting systems prescribed by the State Controller's Office and state regulations governing special districts.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, as listed in the accompanying table of contents, be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated July 2, 2019 on our consideration of the JPA's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the JPA's internal control over financial reporting and compliance.

Richardson & Company, LLP

July 2, 2019

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2018

The discussion and analysis of California Tahoe Emergency Services Operations Authority's (JPA) financial performance provides an overall review of the JPA's financial activities for the fiscal year ended June 30, 2018. The intent of this discussion and analysis is to look at the JPA's financial performance as a whole. To provide a complete understanding of the JPA's financial performance, please read it in conjunction with the Independent Auditor's Report on page 1, notes to the basic financial statements and the JPA's financial statements.

The Management's Discussion and Analysis (MD&A) is an element of the reporting model adopted by the Governmental Accounting Standards Board (GASB) in Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, issued June 1999. Certain comparative information is required to be presented in the MD&A.

FINANCIAL HIGHLIGHTS

- The JPA is a contract provider to the County of El Dorado with its primary funding source through County Service Area #3 (CSA #3.) All costs are budgeted expenditures through the County of El Dorado Health and Human Services Agency. All funds budgeted in excess of actual expenditures are returned at the end of each fiscal year.
- The JPA's total net position was \$1,149,096 at June 30, 2018, a decrease of \$159,521 from the June 30, 2017 restated balance of \$989,575. This increase in net position was due to revenues exceeding expenses, mainly due to the contract service fees received from the County of El Dorado (the County) exceeding the cost of long-distance transportation. This was mainly due to the County providing capital funds for ambulance purchases, providing \$60,000 to cover the cost of dispatch contract expenses and increasing the monthly amount provided for long-distance transportation from \$1,000 to \$20,000 per month.
- The JPA purchased a new ambulance, remounted a second ambulance and purchased other medical equipment reported as capital assets totaling \$324,875 and sold an ambulance for \$2,201.
- The JPA placed an additional ambulance in service during the year ended June 30, 2018 and now operates five ambulances. The JPA continued to hire and train employees to staff the ambulances. The changes resulted in increased salaries, benefits, fuel, training and medical supplies inventory that resulted in an increase in expenses of \$193,447 during the year.
- The JPA admitted a new member in August of 2017, the Fallen Leaf Lake Community Services District Fire Department. The JPA's Bylaws were amended to add a new Board Member from this agency. The JPA also approved the Barton Healthcare Group as a new member subsequent to year-end.

OVERVIEW OF THE FINANCIAL STATEMENTS

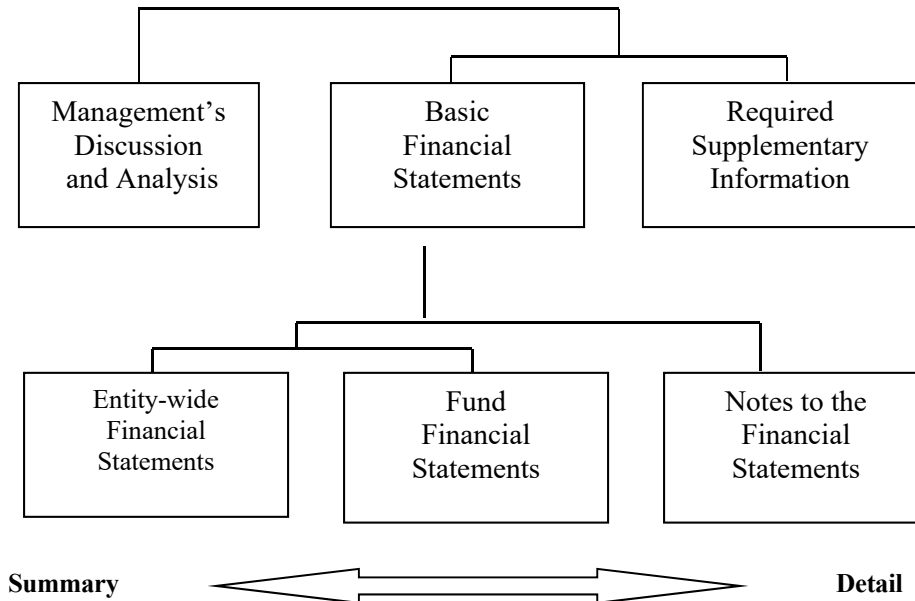
This annual report consists of three parts – management's discussion and analysis (this section), the basic financial statements, and required supplementary information. These statements are organized so the reader can understand the California Tahoe Emergency Services Operations Authority as a financial whole, an entire operating entity. The statements then proceed to provide an increasingly detailed look at specific financial activities.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2018

Components of the Financial Section



The first two statements are *entity-wide or government-wide financial statements*, the Statement of Net Position and Statement of Activities. These statements provide information about the activities of the whole JPA, presenting both an aggregate view of the JPA's finances and a longer-term view of those finances using the full accrual basis of accounting. Fund financial statements provide the next level of detail. For governmental funds, these statements tell how services were financed in the short-term using the modified accrual basis of accounting as well as what remains for future spending. A comparison of the JPA's general fund budget is included.

The financial statements also include notes that explain some of the information in the statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the financial statements.

Reporting the JPA as a Whole

Statement of Net Position and the Statement of Activities

These two statements provide information about the JPA as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the JPA's assets and liabilities using the accrual basis of accounting. This basis of accounting takes into account all of the current year's revenues and expenses regardless of when cash is received or paid. These statements report information on the JPA as a whole and its activities in a way that helps answer the question, "How did we do financially during the year ended June 30, 2018?"

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2018

These two statements report the JPA's net position and changes in that position. This change in net position is important because it tells the reader that, for the JPA as a whole, the financial position of the JPA has improved or diminished. The causes of this change may be the result of many factors, some financial, some not. Over time, the increases or decreases in the JPA's net position, as reported in the Statement of Activities, are one indicator of whether its financial health is improving or deteriorating. The relationship between revenues and expenses indicates the JPA's operating results. However, the JPA's goal is to provide emergency services to our communities, not to generate profits as commercial entities. One must consider many other non-financial factors, such as the quality of care provided to assess the overall health of the JPA.

- ◆ Increases or decreases in the net position of the JPA over time are indications of whether its financial position is improving or deteriorating, respectively. The net position of the JPA increased by \$159,521 during the year, mainly due to the County providing additional resources for the dispatch contract and out of area transportation to the Bay Area. The County provided \$60,000 for the dispatch contract, \$320,000 for ambulance purchases and the JPA negotiated an increase on July 1, 2017 out of area transportation component of the contract service payments from the County from \$1,000 per month to \$20,000 per month to compensate the JPA for these additional costs.
- ◆ Additional non-financial factors such as condition of vehicles and changes to the property tax base of the JPA need to be considered in assessing the overall health of the JPA. The JPA serves semi-rural and wilderness areas, putting a lot of miles on the vehicles. The JPA has a replacement plan for ambulances based on mileage. The current replacement plan calls for one ambulance to be replaced or remounted approximately every two years. The JPA has needed to replace vehicles at a faster pace than this plan in the past two fiscal years.

Fund Financial Statements

The fund financial statements provide more detailed information about the inflow and outflow of the JPA's resources in the current year – not the JPA as a whole.

Major Governmental Funds

- ◆ Governmental Funds

All of the JPA's activities are reported in one governmental fund, the General Fund. Governmental funds focus on how money flows into and out of the funds and the balances that remain at the end of the year. They are reported using an accounting basis called modified accrual basis of accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the JPA's operations and services that help determine whether there are more or fewer financial resources that can be spent in the near future to finance the JPA's programs.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2018

FINANCIAL ANALYSIS OF THE GOVERNMENT-WIDE STATEMENTS

The JPA's net position was \$1,149,096 at June 30, 2018, consisting of \$607,858 invested in capital assets and \$541,238 of unrestricted net position. The government-wide balances are presented in the table below.

COMPARATIVE STATEMENT OF NET POSITION

	Governmental Activities			
	2018	2017	\$ Change	% Change
ASSETS				
Cash and investments	\$ 491,688	386,299	\$ 105,389	27%
Accounts receivable		9,167	(9,167)	-100%
Prepaid items	21,937	17,490	4,447	25%
Medical supplies inventory	112,438	92,846	19,592	21%
Performance deposit	50,000	50,000		
Capital assets, net of depreciation	607,858	519,232	88,626	17%
TOTAL ASSETS	1,283,921	1,075,034	208,887	19%
LIABILITIES				
Accounts payable and other liabilities	82,353	77,857	4,496	6%
Salaries and benefits payable	42,612		42,612	#DIV/0!
Compensated absences -current	8,874	3,117	5,757	185%
Compensated absences -noncurrent	986	4,485	(3,499)	-78%
TOTAL LIABILITIES	134,825	85,459	49,366	58%
NET POSITION				
Investment in capital assets	607,858	519,232	88,626	17%
Unrestricted	541,238	470,343	70,895	15%
TOTAL NET POSITION	\$ 1,149,096	\$ 989,575	\$ 159,521	16%

Total assets increased by \$208,887, including increases in cash and investments of \$105,389, medical supplies inventory of \$19,592 and capital assets of \$88,626 and smaller changes other asset categories. The increase in cash and investments was mainly due to the additional \$413,964 in operating and capital funding provided by the County as previously discussed and expenses increasing \$193,447 due to the additional costs of placing another ambulance in service, resulting in the change in net position of \$159,521. The increase in capital assets was due to the \$324,639 of asset purchases, offset by sale of one ambulance and depreciation.

The JPA's net position increased \$159,521 during the fiscal year from \$989,575 to \$1,149,096. The JPA's expenses for providing ambulance and dispatch services, including payroll and benefits and depreciation, represented nearly 100% of total expenses as described in the table below.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2018

COMPARATIVE STATEMENT OF ACTIVITIES

	Governmental Activities			
	2018	2017	\$ Change	% Change
REVENUES				
Program revenues	\$ 2,728,809	\$ 2,314,845	\$ 413,964	18%
General revenues				
Interest and investment earnings	168	303	(135)	-45%
TOTAL REVENUES	<u>2,728,977</u>	<u>2,315,148</u>	<u>413,829</u>	<u>18%</u>
EXPENSES				
Regional ambulance and dispatch	2,569,456	2,376,009	193,447	8%
TOTAL REVENUES	<u>2,569,456</u>	<u>2,376,009</u>	<u>193,447</u>	<u>8%</u>
CHANGE IN NET POSITION	159,521	(60,861)	220,382	-362%
Net position, beginning of year	989,575	1,050,436	(60,861)	-6%
NET POSITION, END OF YEAR	<u>\$ 1,149,096</u>	<u>\$ 989,575</u>	<u>\$ 75,946</u>	<u>-8%</u>

Program revenues increased by \$413,964, including contract service fees increase of \$259,656 from changes in the Ambulance Inflation Factor used by the County to adjust the service fees and an increase in the reimbursement for out of area transportation increase from \$1,000 to \$20,000 per month starting in January 2018 as well as other operating and capital contributions increasing by 158,580 representing mainly the County of El Dorado's contribution to purchase and remount ambulances and a reimbursement for dispatch costs.

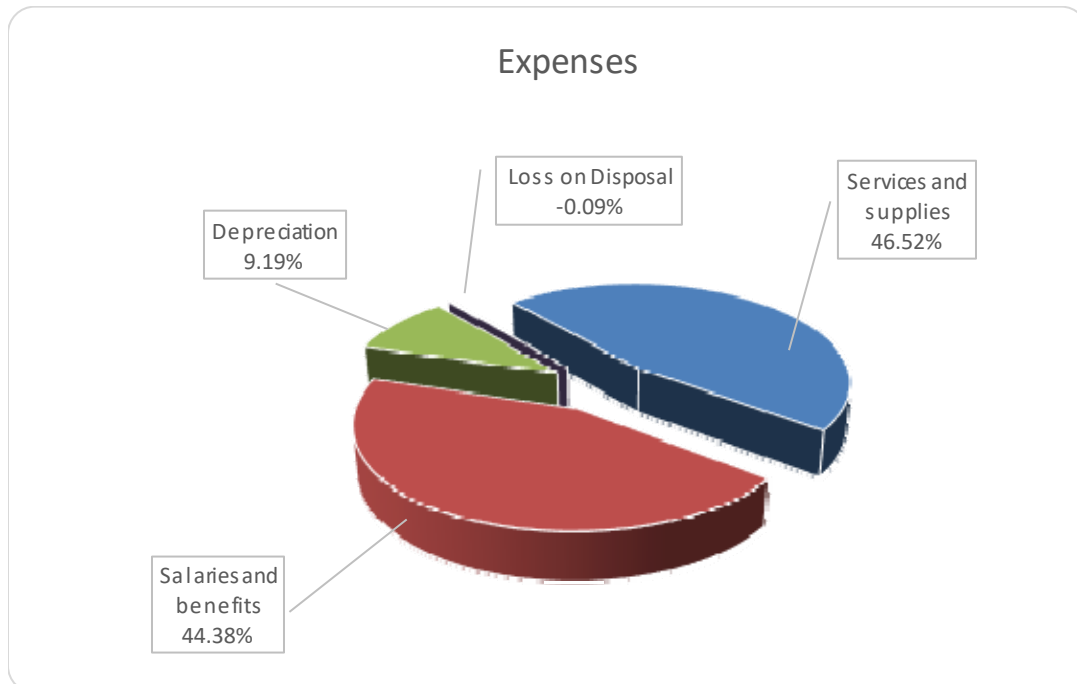
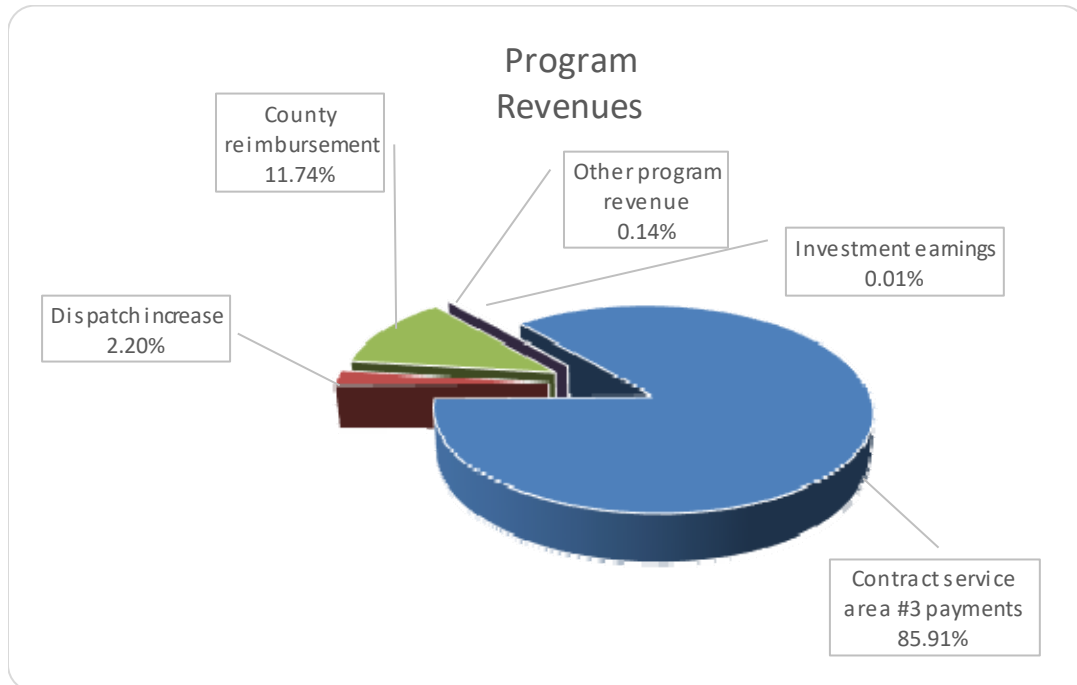
Expenses increased by \$193,447 from the 2017 expenses, mainly due to a \$229,451 increase in salaries and benefits from placing an additional ambulance in service, offset by a decrease in services and supplies of \$26,691 and depreciation expense of \$6,316. Services and supplies decreased mainly due to reimbursed member salaries, attorney fees and employee background checks decreasing by \$18,245, \$18,652 and \$11,774, respectively, offset by increases in medical supplies, fuel and office expenses of \$8,699, \$5,883, and \$7,134, respectively.

As reported in the Statement of Activities, the cost of all of the JPA's governmental activities this year was \$2.57 million. Program revenues were \$2.73 million. The charts below show the composition of program revenues and expenses for the year.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2018



FINANCIAL ANALYSIS OF THE GOVERNMENTAL FUND STATEMENTS

The General Fund financial statements focus on individual parts of the JPA's operations in more detail than the government-wide statements. The JPA's fund statements provide information on current inflows and outflows of spendable resources. All funds budgeted in excess of actual expenditures are returned at the end of each fiscal year.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2018

The total assets of the General Fund increased by \$120,261, primarily due to the increase in cash and investments and prepaid expenses, offset by changes in other assets described previously. Total General Fund liabilities increased by \$47,108, mainly due to payroll and benefits payable at June 30, 2018 due to how the payroll calendar fell and a small increase in accounts payable due to the final dispatch payment to the City being outstanding at year-end. Fund balance of the General Fund increased by \$73,153 from the June 30, 2017 fund balance of \$477,945. Revenues increased by \$418,309, primarily due to contract service fees increasing by \$259,864 due to the Ambulance Inflation Factor increasing, the reimbursement for out of area transportation increasing from \$1,000 to \$20,000 per month in January 2018 and the JPA receiving \$380,000 for the dispatch contract and capital purchases from the County of El Dorado compared to \$240,000 in 2017 as described previously. The JPA also received \$2,201 from the sale of an ambulance during the year. Expenditures increased by \$218,169, which was due to an increase in salaries and benefits as described previously and capital outlay expense of \$13,065 due the JPA purchasing an ambulance and remounting a second ambulance, offset by a decrease in services and supplies as described previously.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

Comparative Schedule of Capital Assets, Net of Depreciation June 30, 2017 and 2016

	2018	2017	Difference Increase (Decrease)
Vehicles	\$ 414,377	\$ 298,396	\$ 115,981
Equipment	193,481	220,836	(27,355)
Totals	<u>\$ 607,858</u>	<u>\$ 519,232</u>	<u>\$ 88,626</u>

The JPA purchased a new ambulance and related equipment and remounted a second ambulance, resulting in additions of \$324,875 and sold a fully depreciated ambulance with a cost of \$145,437 during the year for \$2,201. Those changes and depreciation resulted in the changes above. More information about capital assets may be found in Note C to the financial statements.

Long-term Debt

The JPA had no outstanding debt at June 30, 2018.

GENERAL FUND BUDGETARY HIGHLIGHTS

The General Fund revenues were higher than the final budget by \$15,976, primarily due to the Ambulance Inflation Factor increase provided for contract service payments being a higher percentage than anticipated in the budget and unbudgeted other operating income being received. Expenditures were lower than the final budget by \$54,976, primarily due a number of positive variances from the budget including in Lake Valley Fire Protection District payroll of \$12,504, attorney fees of \$15,573, employee training of \$10,130, workers' compensation of \$26,363 and not using the contingency budget, offset by negative variances in medical supplies, equipment maintenance and contract labor. The JPA's budgeting for the new expenditures will become more precise as management has history to draw upon when budgeting.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

MANAGEMENT DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2018

CONTACTING THE JPA'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, parents, investors, and creditors with a general overview of the JPA's finances and to show the JPA's accountability for the money it receives. If you have questions about this report or need additional financial information, please contact the Executive Director, Ryan Wagoner, California Tahoe Emergency Services Operations Authority, 2951 Lake Tahoe Boulevard, South Lake Tahoe, CA 96150.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

STATEMENT OF NET POSITION AND
GOVERNMENTAL FUND BALANCE SHEET

June 30, 2018

	General Fund	Adjustments (Note G)	Statement of Net Position
ASSETS			
Cash and investments	\$ 491,688		\$ 491,688
Prepaid items	21,937		21,937
Medical supplies inventory	112,438		112,438
Performance deposit	50,000		50,000
Capital assets, net of depreciation		\$ 607,858	607,858
TOTAL ASSETS	\$ 676,063	607,858	1,283,921
LIABILITIES			
Accounts payable and other current liabilities	\$ 82,353		82,353
Salaries and benefits payable	42,612		42,612
Compensated absences - current		8,874	8,874
Compensated absences - noncurrent		986	986
TOTAL LIABILITIES	124,965	9,860	134,825
FUND BALANCE			
Nonspendable	134,375	(134,375)	
Committed	159,774	(159,774)	
Unassigned	256,949	(256,949)	
TOTAL FUND BALANCE	551,098	(551,098)	
TOTAL LIABILITIES AND FUND BALANCE	\$ 676,063		
NET POSITION			
Investment in capital assets		607,858	607,858
Unrestricted		541,238	541,238
TOTAL NET POSITION		\$ 1,149,096	\$ 1,149,096

The accompanying notes are an integral part of these financial statements.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

For the Year Ended June 30, 2018

	General Fund	Adjustments (Note G)	Statement of Activities
EXPENDITURES/EXPENSES			
Ambulance services:			
Services and supplies	\$ 1,194,379		\$ 1,194,379
Salaries and benefits	1,136,570	\$ 2,258	1,138,828
Capital outlay	324,875	(324,875)	
Depreciation		236,249	236,249
(Gain) loss on disposal of capital assets		(2,201)	(2,201)
TOTAL EXPENDITURES/EXPENSES	<u>2,655,824</u>	<u>(88,569)</u>	<u>2,567,255</u>
PROGRAM REVENUES			
Operating grants and subsidies:			
Contract service area #3 payments	2,342,520		2,342,520
Dispatch increase	60,000		60,000
Capital grants and subsidies			
County reimbursement for ambulance	320,000		320,000
Charges for services:			
Other program revenue	4,088		4,088
TOTAL REVENUES	<u>2,726,608</u>		<u>2,726,608</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>70,784</u>		
NET PROGRAM REVENUES/(EXPENSES)		<u>88,569</u>	<u>159,353</u>
GENERAL REVENUES			
Investment earnings	168		168
TOTAL GENERAL REVENUES	<u>168</u>		<u>168</u>
OTHER FINANCING SOURCES			
Proceeds from sale of capital assets	2,201	(2,201)	
NET CHANGE IN FUND BALANCE	73,153	(73,153)	
CHANGE IN NET POSITION		159,521	159,521
Fund balance/net position, beginning of year	<u>477,945</u>	<u>511,630</u>	<u>989,575</u>
FUND BALANCE/NET POSITION, END OF YEAR	<u>\$ 551,098</u>	<u>\$ 597,998</u>	<u>\$ 1,149,096</u>

The accompanying notes are an integral part of these financial statements.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - GENERAL FUND

For the Year Ended June 30, 2018

	Budgeted Amounts		Actual	Variance With Final Budget Positive (Negative)
	Original	Final	Amounts	
REVENUES				
Contract service area #3 payments	\$ 2,330,000	\$ 2,330,000	\$ 2,342,520	\$ 12,520
County reimbursement for ambulance	320,000	320,000	320,000	
Dispatch increase	60,000	60,000	60,000	
Other program revenue			4,088	4,088
Investment earnings	800	800	168	(632)
TOTAL REVENUE	<u>2,710,800</u>	<u>2,710,800</u>	<u>2,726,776</u>	<u>15,976</u>
EXPENDITURES				
Services and supplies				
Professional fees/contracts				
Lake Valley Fire Protection District payroll reimbursed	465,309	465,309	452,805	12,504
Executive Director contract	110,000	110,000	110,000	
Attorney fees	40,000	40,000	24,427	15,573
Paychex fees	15,000	15,000	11,529	3,471
Accounting	5,000	5,000	5,345	(345)
Medical supplies	120,000	120,000	136,001	(16,001)
Dispatch contract	150,000	150,000	150,000	
Lake Valley Fire Protection District management fees	140,000	140,000	140,000	
Equipment maintenance	35,384	35,384	51,640	(16,256)
Fuel	45,000	45,000	43,315	1,685
Insurance	15,000	15,000	11,984	3,016
Office expense	10,000	10,000	11,485	(1,485)
Communications/cell phone	10,000	10,000	8,722	1,278
Employee expense/physical/background	5,000	5,000	8,429	(3,429)
Personal protective gear/uniforms	8,000	8,000	7,734	266
Scholarships	10,000	10,000	5,000	5,000
Employee training	15,000	15,000	4,870	10,130
Station supplies	5,000	5,000	4,030	970
Utilities	6,000	6,000	2,719	3,281
Travel	5,000	5,000	1,674	3,326
Contingency	26,835	26,835	1,500	25,335
Snow removal	5,000	5,000	1,170	3,830
Salaries and benefits				
Staff salaries/health insurance	1,009,272	1,009,272	1,011,903	(2,631)
Contract labor	60,000	60,000	81,030	(21,030)
Workers' compensation	70,000	70,000	43,637	26,363
Capital outlay				
Ambulance purchase	320,000	320,000	319,909	91
Computer equipment	5,000	5,000	4,966	34
TOTAL EXPENSES	<u>2,710,800</u>	<u>2,710,800</u>	<u>2,655,824</u>	<u>54,976</u>
EXCESS OF REVENUES OVER EXPENDITURES			70,952	70,952
OTHER FINANCING SOURCES				
Proceeds from sale of capital assets			2,201	2,201
NET CHANGE IN FUND BALANCE	<u>\$ -</u>	<u>\$ -</u>	<u>73,153</u>	<u>\$ 73,153</u>
Fund balance/net position, beginning of year			477,945	
FUND BALANCE AT END OF YEAR			<u>\$ 551,098</u>	

The accompanying notes are an integral part of these financial statements.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2018

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the California Tahoe Emergency Services Operations Authority (the JPA) have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The most significant accounting policies of the JPA are described below.

Reporting Entity: California Tahoe Emergency Services Operations Authority (the JPA) was organized under the laws of the State of California on January 24, 2001 and began operations on September 1, 2001. The JPA is a joint exercise of powers entity (JPA) originally between the City of South Lake Tahoe Fire Department (the City) and the Lake Valley Fire Protection District (Lake Valley). During the year ended June 30, 2018, the JPA admitted Fallen Leaf Lake Community Services District Fire Department (Fallen Leaf Lake) as a member. The JPA is governed by a Board of Directors made up of two Lake Valley elected officials, two members of the City Council and one Fallen Leaf Lake elected official that are appointed by their governing bodies.

The purpose of the JPA is to provide ambulance and other emergency medical services within the Lake Tahoe basin and other portions of El Dorado County (County), as specified by a service agreement with the County ending September 1, 2021. The JPA owns six ambulances for this purpose. Dispatch services are provided by the City under a dispatch agreement through the date of the services agreement. Operational funding for the JPA is handled through the County as part of the services agreement. The County accounts for the ambulance and other emergency services activities in the County Service Area (CSA) No. 3 Fund and its revenues are made up of:

- Property taxes
- Benefit assessment
- Ambulance billing
- Approximately \$10 million annually (combined total for both CSA 3&7)
- 40% from tax/assessments
- 60% from ambulance billing

The JPA's primary funding is received through a monthly service fee from the County's CSA No. 3 Fund as part of the service agreement. Each year the service fee is evaluated and adjusted based on call volume, patient billing and the consumer price index (CPI) for the upcoming year. Interfacility transfers (IFT) and standby fees are not counted as part of the overall response volume, but rather are billed separately by the County. Billings for IFT's are handled through a contractor, with collected revenues being placed into a separate County account. The County receives 7% of collections for operational costs and fees charged by the contractor. The service fees include a flat amount for long-distance transportation costs. Standby fees remitted to the JPA by the County are passed through to the related member agency.

A reporting entity is comprised of the primary government and its component units, which are entities for which the government is financially accountable. The JPA is not a component unit of any other entity and no other entities are considered to be component units of the JPA.

Basis of Presentation – Government-wide Financial Statements: The government-wide statement of net position and statement of activities display information about the non-fiduciary activities of the primary government (the JPA). These statements include the financial activities of the JPA.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recognized when earned, and expenses are recognized when a liability is incurred, regardless of the timing of related cash flows. Nonexchange transactions in which the JPA gives (or receives) value without directly receiving (or giving) equal value in exchange, such as grants, are recognized when all eligibility requirements are met.

The statement of activities presents a comparison between direct expenses and program revenues for the JPA's governmental activities. Direct expenses are those that are specifically associated with the JPA. Program revenues

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2018

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

include contract service area #3 payments and contributions that are restricted to meeting the operational requirements of the JPA. Revenues that are not classified as program revenues, including interest income, are presented as general revenues.

Measurement Focus, Basis of Accounting and Financial Statement Presentation: The accounts of the JPA are organized on the basis of funds. A fund is a separate accounting entity with a self-balancing set of accounts. The JPA accounts for its activities in the General Fund, which is accounted for as a governmental fund. Governmental funds are established for the purpose of accounting for specific activities in accordance with applicable regulations, restrictions or limitations. Major individual funds are reported as separate columns in the fund financial statements.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets, deferred outflows of resources, current liabilities and deferred inflows of resources are included on the balance sheet. Operating statements present increases (i.e. revenues and other financing sources) and decreases (i.e. expenditures and other financing uses) in net current assets. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the JPA considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Grant funds and exchange revenue earned but not received are recorded as a receivable. Grant funds, and exchange revenue received before the revenue recognition criteria have been met, are reported as deferred inflows or unearned revenues, respectively.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, long-term liabilities, compensated absences and expenditures related to claims and judgments are recorded only when payment is due. General capital assets are reported as capital outlay expenditures in governmental funds when purchased and proceeds from sales of capital assets are reported as other financing sources in the operating statement.

When both restricted and unrestricted resources are available, it is the JPA's policy to use restricted resources first, then unrestricted resources as they are needed. Expenditures against unrestricted resources first reduce committed, then assigned and finally unassigned fund balance.

The JPA's only major governmental fund is the General Fund. The General Fund is the general operating fund of the JPA and accounts for revenues collected to provide services and finance the fundamental operations of the JPA. The fund is charged with all costs of operations.

Prepaid Items: Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. In governmental funds, prepaid items are reported as nonspendable fund balance to indicate they do not constitute current resources available for appropriation. The consumption method is used to recognize prepaid items.

Medical Supplies Inventory: Inventory consists of medical supplies and drugs inventory. Inventory is valued at cost, which approximates market, using the specific identification method. The cost of the inventory is recorded as expenditures/expenses when consumed rather than when purchased.

Performance Deposit: The JPA made a \$50,000 performance deposit to the County of El Dorado in 2013 under the terms of the JPA's service agreement. The City funded the deposit. The deposit may be returned at the end of the service agreement if the JPA meets the terms of the agreement and it would be returned to the City.

Capital Assets: Capital assets are stated at cost or estimated cost where no historical records exist. Donated capital assets are recorded at the acquisition value, which is the price that would be paid to acquire an asset with equivalent service potential in an orderly market transaction at the acquisition date. Maintenance and repair costs are expensed as incurred unless they extend the useful life of the asset. Capital assets with a value of \$500 or more are capitalized. Equipment is depreciated on a straight-line basis over 5 to 10 years depending on the asset type.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2018

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Balance: Governmental funds report nonspendable, restricted, committed, assigned and unassigned balances.

Nonspendable Fund Balance – Fund balance should be reported as nonspendable when the amounts cannot be spent because they are either not in spendable form, or are legally or contractually required to be maintained intact. Nonspendable balances are not expected to be converted to cash within the next operating cycle, which include prepaid expenses and long-term receivables. The JPA's nonspendable fund balance is for prepaid items and inventory.

Restricted Fund Balance – Fund balance should be reported as restricted when constraints placed on the use of resources are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or imposed by law through constitutional provisions or enabling legislation. The JPA had no restricted fund balance.

Committed Fund Balance – Fund balance should be reported as committed when the amounts can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority, which is a Resolution of the Board of Directors. These amounts are committed for equipment replacement and cannot be used for any other purpose unless the governing body modifies or removes the commitment with another Resolution. The committed fund balance is maintained in a separate bank account and the interest is added to the reserve each year. The Board of Directors also has a 10% operating contingency reserve approved by Commissioner Resolution that is not reported as committed fund balance because the terms for use of the contingency is not sufficiently detailed to meet the definition of committed under GASB Statement No. 54.

Assigned Fund Balance – Fund balance should be reported as assigned when the amounts are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed. The JPA had no assigned fund balance.

Unassigned Funds – Unassigned fund balance is the residual classification of the JPA's funds and includes all spendable amounts that have not been restricted, committed, or assigned to specific purposes.

Net Position: The government-wide financial statements present net position. Net position is categorized as the net investment in capital assets, restricted and unrestricted.

Investment in Capital Assets – This category groups all capital assets into one component of net position. Accumulated depreciation reduces the balance in this category.

Restricted Net Position – This category presents external restrictions imposed by creditors, grantors, contributors, laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation. The JPA had no restricted net position at year-end.

Unrestricted Net Position – This category represents net position of the JPA that is not restricted for any project or other purpose.

Compensated Absences – Unused earned time off may be accumulated up to a maximum of 135 hours and is paid at the time of termination from the JPA's employment. The JPA accrues accumulated unpaid compensated absences when earned by the employee and the General Fund is used to liquidate the liability.

Budget: An annual budget is adopted on a basis consistent with generally accepted accounting principles for all governmental funds. The JPA's governing board adopts a preliminary budget by July 1 and a final budget no later than October 1. A public hearing must be conducted to receive comments prior to adoption. The JPA's governing board satisfied these requirements.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2018

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

This budget is reviewed by the JPA Governing Board during the year to give consideration to unanticipated income and expenditures. Budget appropriations lapse at each year-end. The original and final budget are presented for the General Fund as required under Generally Accepted Accounting Principles (GAAP), with the exception of the amount approved in the budget to be added to the reserves of fund balance. The addition to reserves of fund balance is eliminated to report the actual expenses on the GAAP basis on the Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – General Fund.

Use of Estimates: The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities and deferred inflows of resources and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates.

NOTE B – CASH AND INVESTMENTS

At June 30, 2018, the Commission's cash and investments consisted of cash on hand of \$200, deposits in financial institutions of \$491,252 and an investment in the County of El Dorado investment pool of \$236.

Investment policy: The JPA has adopted an investment policy that allows the JPA to invest in any investments authorized under California Government Code Section 53601. The JPA does not have any policies that address the risks to which the JPA is exposed beyond those addressed under the California Government Code. The JPA currently invests only in bank deposits and the County of El Dorado investment pool. The County allocates interest to the various funds based upon the average daily cash balances. Investments held in the County Pool are available on demand to the JPA and are stated at amortized cost, which approximates fair value.

Interest rate risk: Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates.

Credit Risk: Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization.

Custodial Credit Risk: Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of a failure of the counter party (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure public agency deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. Custodial credit risk does not apply to a local government's indirect deposits or investment in securities through the use of governmental investment pools (such as the County's cash and investments pool).

At June 30, 2018, the carrying amount and the balance in the financial institution of the JPA's deposits was \$491,252 and \$506,987, respectively. Of the balance in financial institutions, \$250,000 was covered by federal depository insurance and the remaining amount was covered by a pledge of the financial institution's securities, but not in the name of the JPA.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2018

NOTE B – CASH AND INVESTMENTS (Continued)

Concentration of Credit Risk: This risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. At year-end, the JPA was not exposed to concentration of credit risk.

NOTE C – CAPITAL ASSETS

Capital asset activity was as follows for the year ended June 30:

	Balance June 30, 2017	Additions	Disposals	Transfers	Balance June 30, 2018
Capital assets being depreciated:					
Vehicles	\$ 867,841	\$ 281,236	\$ (145,437)		\$ 1,003,640
Equipment	450,892	43,639			494,531
Total capital assets being depreciated	1,318,733	324,875	(145,437)		1,498,171
Less accumulated depreciation for:					
Vehicles	(569,445)	(165,255)	145,437		(589,263)
Equipment	(230,056)	(70,994)			(301,050)
Total accumulated depreciation	(799,501)	(236,249)	145,437		(890,313)
Total capital assets being depreciated, net	\$ 519,232	\$ 88,626	\$ -	\$ -	\$ 607,858

NOTE D – COMPENSATED ABSENCES

Changes in compensated absences consisted of the following during the year ended June 30, 2017:

	Balance July 1, 2017	Additions	Retirements	Balance June 30, 2018	Due within one year
Compensated absences	\$ 7,602	\$ 22,279	\$ (20,021)	\$ 9,860	\$ 8,874

NOTE E – COMMITMENTS AND CONTINGENCIES

Legal Contingencies: The JPA is subject to claims arising from the normal course of business. A claim exists over an accident by an ambulance. In the opinion of management, the disposition of the claim is not expected to have a material adverse effect on the financial position of the JPA. However, the ultimate outcome is not currently known.

El Dorado County Contract: El Dorado County has contracted with the JPA to provide full-service emergency and non-emergency pre-hospital advanced life support services, dispatch services, and non-emergency transports for the area known in El Dorado County as County Service Area (CSA) No. 3 South Shore area, except for the Tahoe West Shore Zone of Benefit. Under the terms of this agreement, the JPA receives a set amount per month, which is adjusted annually for volume changes and the consumer price index. This is a significant revenue source for the JPA and losing this revenue source would have a significant impact on the JPA's services and would require another revenue source to be identified for the JPA to continue as a going concern. The JPA was recently required to re-bid on the contract and was notified by County staff that the JPA was selected as the winning bid, which is subject to approval by the County Board of Supervisors. The contract is for a ten-year period with a five-year renewal option.

Under the terms of the contract, audits may be required and certain items may be questioned as not being appropriate under the terms of the contract. Such audits could lead to requests for reimbursement to the County. No such reimbursement requests have been made by the County.

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2018

NOTE F – RISK MANAGEMENT

The JPA is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disasters. The JPA contracts with American Alternative Insurance Corporation for property, liability, and auto and theft insurance coverage. There have been no reductions in coverage and settled claims have not exceeded this commercial coverage in the last three years.

NOTE G – RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET WITH THE GOVERNMENT-WIDE STATEMENT OF NET POSITION

Total fund balances of the JPA's governmental fund differs from net position of governmental activities primarily because of the long-term focus of the statement of net position versus the current financial resources focus of the governmental fund balance sheet. The differences are described below:

Fund balance of governmental funds	\$ 551,098
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the governmental funds.	
Capital assets, net	607,858
Certain liabilities are not due and payable in the current period and therefore are not reported in the governmental funds.	
Compensated absences	<u>(9,860)</u>
Net position in the government-wide statement of net position	<u>\$ 1,149,096</u>

The net change in fund balances of governmental fund differs from the change in net position of governmental activities primarily because of the long-term focus of the statement of net position versus the current financial resources focus of the governmental funds balance sheet. The differences are described below:

Net change in fund balance of governmental funds	\$ 73,153
Governmental funds report capital outlays as expenditures, which are allocated over their useful lives as depreciation expense. Also, governmental funds report proceeds from the sale of capital assets while gains or losses on disposal of capital assets are reported in the statement of activities. The change in capital assets consists of:	
Capital outlay	324,875
Depreciation	(236,249)
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.	
Change in compensated absences	<u>(2,258)</u>
Change in net position of the statement of activities	<u>\$ 159,521</u>

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

NOTES TO BASIC FINANCIAL STATEMENTS (Continued)

June 30, 2018

NOTE H – RELATED PARTY TRANSACTIONS

The JPA has the City, Lake Valley and Fallen Leaf Lake as members. Transactions with the City, Lake Valley and Fallen Leaf Lake, as applicable, include the following expenditures:

	<u>City</u>	<u>Lake Valley</u>
Reimbursement of payroll and related costs		\$ 457,922
Dispatch contract	\$ 150,000	
Management fee		140,000
Vehicle maintenance		45,233
Fuel		13,488
Miscellaneous	<u>697</u>	<u>17,543</u>
	<u>\$ 150,697</u>	<u>\$ 674,186</u>

Payables to the City and Lake Valley at June 30, 2018 were \$12,500 and \$57,353, respectively. In November 2016, the JPA and City entered into an agreement allowing the JPA to lease Fire Station #2 from the City through October 31, 2019 at no cost to the JPA, which is where the JPA parks its ambulances.

COMPLIANCE REPORT



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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

To the Board of Directors
California Tahoe Emergency Services Operations Authority
South Lake Tahoe, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of the California Tahoe Emergency Services Operations Authority (the JPA), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the JPA's basic financial statements, and have issued our report thereon dated July 2, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the JPA's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the JPA's internal control. Accordingly, we do not express an opinion on the effectiveness of the JPA's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the JPA's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified a deficiency in internal control, described in the accompanying schedule of findings and responses as finding 2018-001, that we consider to be a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the JPA's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

To the Board of Directors
California Tahoe Emergency Services Operations Authority

The JPA's Response to Findings

The JPA's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. The JPA's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide on the effectiveness of the JPA's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards*, in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Richardson & Company, LLP

July 2, 2019

CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY

SCHEDULE OF FINDINGS AND RESPONSES

June 30, 2018

CURRENT YEAR FINDING

INTERNAL CONTROL OVER FINANCIAL REPORTING

Finding 2018-001

Condition: A number of audit adjustments were necessary to properly report the JPA's financial activity in accordance with generally accepted accounting principles (GAAP), which is an indication of missing internal controls over financial reporting.

Criteria: Internal controls over financial reporting should be in place to ensure management has the ability to initiate, record, process and report financial data consistent with the assertions of management in the financial statements.

Cause: Although improvement was noted in classifications of transactions, the District's closing process did not identify all transactions that needed to be recorded during the closing process..

Effect: A significant number of adjusting and reclassifying entries were found during the audit and the audit took significantly more time to complete than expected. Also, the budget versus actual information reported to the Board of Directors changed significantly, which may have affected the usefulness of the information for decision making purposes. Transaction classes needing adjustment included prepaid expenses, inventory, capital assets, accounts payable, salaries and benefits payable, compensated absences, fund balance, revenues and expenditures

Recommendation: We recommend the JPA staff work with the contract accountant to review invoices paid and receipts collected near year-end to ensure the transactions are reported in the period the related work was performed. JPA staff should update the capital asset detail list for asset additions and disposals and then adjust the cost, accumulated depreciation and depreciation expense accounts in the general ledger. JPA staff should also post the audit adjustments provided to make sure fund balance rolls-forward and should use a separate set of self-balancing accounts for the government-wide adjustments related to capital assets. Additional time should also be spent reviewing the general ledger detail from QuickBooks to ensure the account coding in entries posted in the income statement each month is appropriate and according to where the amounts were budgeted.

Management's Response: The QuickBooks system and reports are set up and JPA staff is now more familiar with its capabilities. Processes have been put into place to review the account coding and general ledger detail regularly to ensure transactions are appropriately recorded, which will address the recommendations.

PRIOR YEAR FINDINGS

COMPLIANCE

FINDING 2017-001

Condition: A number of audit adjustments were necessary to properly report the JPA's financial activity in accordance with generally accepted accounting principles (GAAP), which is an indication of missing internal controls over financial reporting.

Cause: The District did not have sufficient staff knowledgeable about GAAP accounting with the time necessary to devote to review ending balances and post entries necessary to properly report financial activity in the general ledger. In addition, much of the information necessary to identify necessary closing entries was not provided by the County of El Dorado staff due to the transition for accounting to a contract accountant.

Current Status: The issue was not resolved during the year. Finding 2018-001 is a continuation of this finding.

APPENDIX J Contents: Ambulance Information

Ambulance Tracking updated 2019

Cal Tahoe (CTESOA) Ambulance Maintenance Plus Checklist 2019

Cal Tahoe (CTESOA) Ambulance Spec 2017

CTESOA Remount Plan

LVPFD Maintenance Agreement 2018

CAL TAHOE AMBULANCE So. Lake Tahoe Dept. Mileage Expense Data Dec 2001 - June 2011

UNIT ID

Dec 2001 - Dec 2002

		Mileage	Mi Per Mo	Expenses	\$ Per Mo		
Maint # 2023	Med - 1	21,950	1,829	2,040.23	170		
Maint # 8116	Med - 3	24,200	2,016	1,418.61	118		
Maint # 2024	Med - 7	33,250	2,708	2,852.10	226		
	Total	79,400	6,553	\$ 6,310.94	\$514		
	Total	Per Yr	78,636			cost per mile	\$0.08

Dec 2002 - Dec 2003

		Mileage	Mi Per Mo	Expenses	\$ Per Mo		
Maint # 2024	Med - 1	62,211	1,954	5,273.75	439		
Maint # 8116	Med - 3	44,049	1,654	4,021.86	335		
Maint # 2023	Med - 7	49,649	2,953	6,786.75	565		
	Total	155,909	6,561	\$ 16,082.36	\$1,339		
	Total	Per Yr	78,732			cost per mile	\$0.20

Dec 2003 - Dec 2004

		Mileage	Mi Per Mo	Expenses	\$ Per Mo		
Maint # 2023	Med - 1	71,000	1,583	\$ 5,655.69	\$ 471.00		
Maint # 8116	Med - 3	71,000	1,666	\$ 5,655.52	\$ 471.00		
Maint # 2024	Med - 2	84,000	1,666	\$ 4,596.94	\$ 383.00		
Maint #5772	Med - 7	12,440	2,000	\$ -	\$ -		
	Total	238,440	6,915	\$ 15,908.15	\$ 1,325.00		
	Total	Per Yr	82,980			cost per mile	\$0.19

Dec 2004 - Dec 2005

		Mileage	Mi Per Mo	Expenses	\$ Per Mo		
Maint # 2024	Med - 1	99,380	1,833	\$ 3,598.55	\$ 299.00		
Maint # 8116	Med - 3	89,000	850	\$ 4,087.00	\$ 340.00	*note* NLTFD dropped out of IFT's in	
Maint # 2023	Med - 2	81,500	2,000	\$ 2,475.00	\$ 206.00	late 2005 thus increasing mileage	
Main # 5772	Med - 7	42,500	2,416	\$ 6,738.14	\$ 516.00		
	Total	312,380	7,099	\$ 16,898.69	\$ 1,361.00		
	Total		86,000			cost per mile	\$0.20

Dec 2005-Dec 2006

		Mileage	Mi Per Mo	Expenses	\$ Per Mo		
Maint # 2024	Med-1	115,000	268	\$4,088.00	\$340.67	2024 out of service & removed from fleet 9/06	
Maint #1740	Med-1	9,770	814	\$114.88	\$9.57	1740 in service 9/06	
Maint # 8116	Med-2	111,304	1,960	\$5,466.72	\$455.56	Note/ 2006 was a replacement year for 1 unit	
Maint # 2023	Med-7	106,085	330	\$5,049.65	\$420.80	and the addition of the fifth unit in the fleet.	
Maint # 5772	Med-6	68,570	2,297	\$3,859.45	\$321.62	1740 was a complete new unit 1741 was our first	
Maint #1741	Med-3	3,276	1,638	\$0.00	\$0.00	remount it was put in service 11/06	
	Total	414,005	7,307	\$18,578.70	\$1,548.23		
	Total Year		87,686			cost per mile	\$0.21

Dec 2006 - Dec 2007

		Beg / Mi	End / Mi	Total Mi	Mi Per Mo	Expenses	\$ Per Mo		
Maint#1740	Med-1	9770	32,424		1,888	\$ 3,549.79	\$296.00		
Maint#2023	Med-new	106,085	112,950		572	\$ 3,890.18	\$324.00		
Maint#1741	Med-3	3,276	21,284		1,500	\$ 3,079.67	\$257.00	**note** reduction in mileage resulting from	
Maint#5772	Med-6	68,570	85,281		1,393	\$ 5,697.57	\$475.00	Kirkwood clinic transfer changes	
Maint#7714	Med-7	18,841			1,570	\$ 2,528.77	\$210.73		
Maint#8116	Med-2 old	111,304	113,286		193	\$ -	\$0.00	out of service 4-14-07	
	Total		384,066		7,116	\$ 18,745.98	\$1,562.73		
	Total Per Year				85,396			cost per mile	\$0.23

July 1, 2007 - June 31, 2008 **note** switch tracking from calendar year to fiscal year

		Beg / Mi	End / Mi	Total Mi	Mi Per Mo	Expenses	\$ Per Mo		
Maint#1740	Med-1	19,500	50,089	30,589	2549	\$ 6,246.23	\$ 520.52		
Maint#2023	Med-2 old	112,537	113,204	667	56	\$ 197.69	\$ 16.47	**note** vehicle out of service as of April 3, 2008	
Maint#1741	Med-3	15,222	36,922	21,700	1808	\$ 4,755.21	\$ 396.27		
Maint#5772	Med-6	85,281	89,971	4,690	391	\$ 4,461.16	\$ 371.76		
Maint#7714	Med-7	8,000	38,740	30,740	2562	\$ 4,810.93	\$ 400.91		
Maint#2855	Med-2 new	0	0	0	0	\$ -	\$ -	**note** vehicle in service July 21, 2008	
	Total				7366	\$ 20,471.22	\$ 1,705.93		
	Total Miles for Year all ambulances				88,386			cost per mile	\$0.23

July 1, 2008 - June 31, 2009

		Beg / Mi	End / Mi	Total Mi	Mi Per Mo	Expenses	\$ Per Mo		
Maint#1740	Med-1	50,089	56,185	6,096	508	\$ 4,058.75	\$ 338.23		
Maint#1741	Med-3	36,922	54,319	17,397	1450	\$ 4,894.56	\$ 407.88		
Maint#5772	Med-6	89,971	104,228	14,257	1188	\$ 3,371.60	\$ 280.97		
Maint#7714	Med-7	38,740	58,505	19,765	1647	\$ 3,658.50	\$ 304.88		
Maint#2855	Med-2 new	0	32,510	32,510	2709	\$ 2,497.14	\$ 208.095		
	Total				7502	\$ 18,480.55	\$ 1,540.05		
	Total Miles for Year all ambulances				90,025			cost per mile	\$0.20

CAL TAHOE AMBULANCE So. Lake Tahoe Dept. Mileage Expense Data Dec 2001 - June 2011

July 1, 2009 - June 31, 2010

		Beg / Mi	End / Mi	Total Mi	Mi Per Mo	Expenses	\$ Per Mo	
Maint#1740	Med-1	56,185	75,469	19,284	1607	\$ 5,826.57	\$ 485.55	
Maint#1741	Med-3	54,319	72,392	18,073	1506	\$ 4,967.61	\$ 413.97	
Maint#5772	Med-6	104,228	125,547	21,319	1777	\$ 5,368.32	\$ 447.36	
Maint#7714	Med-7	58,505	72,907	14,402	1200	\$ 4,279.05	\$ 356.59	
Maint#2855	Med-2	32,510	52,138	19,628	1636	\$ 4,023.45	\$ 335.2875	
Total				7726		\$ 24,465.00	\$ 2,038.75	
Total Miles for Year all ambulances				92,706				cost per mile \$ 0.26

July 1, 2010 - June 31, 2011

		Beg / Mi	End / Mi	Total Mi	Mi Per Mo	Expenses	\$ Per Mo	
Maint#1740	Med-1	75,469	90,001	14,532	2211	\$ 3,723.20	\$ 310.27	
Maint#1741	Med-3	72,392	98,106	25,714	2143	\$ 5,937.10	\$ 494.76	
Maint#5772	Med-6	125,547	147,383	21,836	1820	\$ 8,123.92	\$ 676.99	
Maint#7714	Med-7	72,907	93,356	20,449	1704	\$ 5,432.13	\$ 452.68	
Maint#2855	Med-2	52,138	78,950	26,812	2234	\$ 3,556.97	\$ 3,556.97	
Total				9112		\$ 26,773.32	\$ 5,491.67	
Total Miles for Year all ambulances				109,343				cost per mile \$ 0.24

July 1, 2011 - June 31, 2012

		Beg / Mi	End / Mi	Total Mi	Mi Per Mo	Expenses	\$ Per Mo	
Maint#7187	Med-1	0	0	0	0	\$ -	\$ -	**Note in service Nov 8 2012
Maint#7188	Med-3	0	0	0	0	\$ -	\$ -	**Note in service Nov 19 2012
Maint#8332	Med-2	0	16,440	16,440	2,348	\$ 1,392.13	\$ 198.87	**Note in service Dec 1 2011
Maint#2855	Med-6	78,950	107,683	28,733	2,394	\$ 6,550.96	\$ 545.91	
Maint#3134	Med-7	0	0	0	0	\$ -	\$ -	**Note in service Aug 15 2012
Maint#1740	Med-5	90,001	107,473	17,472	1,465	\$ 3,869.47	\$ 322.45	**Note old Med-1/To remain Inserv. As Med-5
Maint#5772	Old Med-6	147,838	149,154	1,316	658	\$ 1,356.18	\$ 678.09	**Note out of service Sept 12 2011
Maint#1741	Old Med-3	98,106	118,916	20,810	1,734	\$ 3,768.00	\$ 314.01	
Maint#7714	Old Med-7	93,356	117,664	24,308	2,025	\$ 6,054.65	\$ 504.55	**Note out of service Aug 1 2012
Total				10,615		\$ 22,991.39	\$ 2,563.88	
Total Miles for year all ambulances				109,079				cost per mile \$ 0.21

July 1, 2012 - June 31, 2013

		Beg / Mi	End / Mi	Total Mi	Mi Per Mo	Expenses	\$ Per Mo	
Maint#7187	Med-1	952	19,500	18,548	2,318	\$ 1,806.16	\$ 225.77	
Maint#7188	Med-3	980	16,000	15,020	1,877	\$ 1,639.95	\$ 204.99	
Maint#8332	Med-5	16,590	30,600	14,010	1,167	\$ 2,471.27	\$ 205.95	
Maint#2855	Med-6	107,600	110,256	2,656	221	\$ 588.64	\$ 49.05	
Maint#3134	Med-7	1,435	36,000	34,565	3,142	\$ 5,864.15	\$ 533.10	
Maint#1740	Med-2	107,473	114,000	6,527	543	\$ 1,252.13	\$ 104.34	
Maint#1741	Old Med-3	118,916	120,976	2,060	412	\$ 2,546.28	\$ 127.31	**Note out of service Nov 8 2012
Total				9,680		\$ 16,168.58	\$ 1,450.51	
Total miles for year all ambulances				93,386				cost per mile \$ 0.17

July 1, 2013 - June 31, 2014

		Beg / Mi	End / Mi	Total Mi	Mi Per Mo	Expenses	\$ Per Mo	
Maint#7187	Med-1	19,500	49,557	30,057	2,504	\$ 4,421.50	\$ 368.45	
Maint#7188	Med-3	16,000	52,725	36,725	3,060	\$ 6,822.17	\$ 568.51	
Maint#8332	Med-2	30,600	38,805	8,205	684	\$ 1,400.58	\$ 116.72	
Maint#2855	Med-6	110,256	111,158	902	108	\$ 1,089.67	\$ 90.80	
Maint#3134	Med-7	36,000	73,331	37,331	3,111	\$ 6,135.20	\$ 511.27	
Maint#1740	Med-5	114,000	115,244	1,244	103	\$ 2,588.61	\$ 215.72	
Total				9,570		\$ 22,457.73	\$ 1,871.47	
Total miles for year all ambulances				114,164				cost per mile \$ 0.20

July 1, 2014 - June 31, 2015

		Beg/Mi	End/ Mi	Total Mi	Mi Per Mo	
Maint#7187	Med-1	52,913	78,679	25,766	2,147	
Maint#7188	Med-3	60,329	109,147	48,818	4,068	
Maint#8332	Med-2	40,679	51,165	10,486	873	
Maint#2855	Med-6	111,760	114,425	2665	222	
Maint#3134	Med-7	78,440	103,050	24610	2050	
Maint#1740	Med-5	115,761	131,689	15,928	1,327	
Total miles for year all ambulances				128,273		

July 1, 2015 - June 31, 2016

		Beg/ Mi	End /Mi	Total Mi	Mi Per Mo	
Maint#7187	Med-3	81,467	112,578	31,111	2,592	Due to breakdowns M1 & M3 have trade places frequently
Maint#7188	Med-1	99,380	110,524	11,144	928	Moved from Med 6 status to Med 1 due to breakdowns
Maint#8332	Med-5	51,165	55,728	4,563	380	Moved to Station 7 to become Medic 5

CAL TAHOE AMBULANCE So. Lake Tahoe Dept. Mileage Expense Data Dec 2001 - June 2011

Maint#3134	Med-7/6	109,023	133,848	27,825	2,068 Unit was in service as Medic 7 until 8/5/16 then placed as Medic 6
Maint#1740	Old Med 5	131,702	140,991	9,289	774 Sold To Reno Fire 2/4/2016 for \$12,500
Maint#9845	Med-7	0	64,094	64,094	6,409 New Unit in service 8/5/2015 10 months in service
Maint#2855	Med-2	114,425	117,387	2,965	246 Moved to Staion 2 from Airport to become Medic 2 reserve

Total miles for year all ambulances 150,991

Supplemental Mileage

April 25, 2016 - Dec 1, 2016

	Beg/Mi	End/Mi	Total/Mi	Mi Per Mo	
Maint#7187	Med-3	105,896	127,555	21,659	3,094 Both med3 and med1 have had significant downtime for major repairs and
Maint#7188	Med-1	99,987	115,744	15,757	2,251 Frequent breakdowns, 8332 and 3134/2855 have absorbed the mileage
Maint#8332	Med-5	55,652	61,579	5,927	846 Has spent a lot of time in service as both med1/med3 due to breakdowns
Maint#2855	Med-6	117,207	118,026	819	117 Sta6 Med6 cross staffed, low usage least reliable unit in fleet old 6.0 dsl
Maint#3134	Med-2	131,798	139,901	8,220	1,174 Station 2 reserve, was med6 placed at 2 due to frequent breakdowns of 1&3
Maint#9845	Med-7	55,047	85,822	30,775	4,396 Currently Med7 will become Med 3 when new unit arrives Dec 2016
Maint#0447	Med-7				New unit arriving late Dec 2016

7 Month total mi 83,157

12 month projected mileage 163,314

Dec 1, 2016 -December 31st 2018

Maint#0447	Med-7	778	60,616	59838	2493 In Service New Unit 2017 Braun NW type 1 Ambulance Ford F350 4x4 entered fleet at 12/22/2016 to become Medic-7
Maint#0445	Med-1	765	37984	37219	1860 In Service as Medic-1 8/21/17
Maint#6936	Med-3	804	30466	29662	2281 In Service as Medic-3 11/27/17 Remounted Module from maint# 3134
Maint#9845	Med-6	117207	123233	6026	251 In Service as Medic-6 previously M7 approaching need for remount soon
Maint#8332	Med-2	61579	96481	34902	1454 In Service as Medic-2 Transer/I/T rig and reserve unit, New engine at 95k miles, run to 150K and remove from service
Maint#7188	Med-5/RSV	115744	147436	31692	1320 In Service as Medic-5/Reserve, High mileage, prone to frequent breakdowns, needs remount.
Maint#7187	Dead at DLR	127555	151053	23498	3916 O.O.S Catastrophic engine failure, at Braun NW for remount pending contract funding

January 2019-Current 4/2021

Maint#0445	Med-1	38,129	94638	56509	4709 In service 2017 F350 4x4 Diesel Chassis
Maint#5147	Med-2	727	43417	42690	3557 7187 Box remounted to new 2020 F350 4x4 Gas Chassis
Maint#6936	Med-3	31244	80050	48806	4067 In service 2017 F350 4x4 Diesel Chassis O.O.S long term at dealer for catastphic engine failure
Maint#0447	Med-6	61049	113442	52393	4366 In service 2017 F350 4x4 Diesel Chassis
Maint#8375	Med-7	734	5605	4868	2434 7188 Box remounted to new 2020 F350 4x4 Gas Chassis O.O.S long term at dealer for rear axle recall
Maint#9845	Reserve	134589	149581	14992	1249 In service 2015 F350 4x4 Diesel Chassis uses as backup/reserve status in need of immediate remount
Maint#8332	Old M2	97126	150037	52911	4409 Sold to city of SLT

Total miles from Jan/19-Current 273169

Average miles ran per month 10,117

Projected miles for next 12 months 121408

Apparatus Preventive Maintenance Program

All procedures meet or exceed the Original Equipment Manufacturer (OEM) recommendations for severe duty use. All maintenance work is performed at the Lake Valley Fire Protection District fleet maintenance facility located at 2211 Keetak Street, South Lake Tahoe, California.

All repairs are performed by Fleet Manager/Master Fire Mechanic Sessions or his qualified designee.

Service schedule:

1. Change engine oil and filters using factory filters and synthetic fluids every 5,000 miles
2. Lubricate chassis, inspect for safe reliable operation, check/adjust automatic tire chains at every PM service Add/Adjust DEF fluid
3. Change transmission fluid and filter every 30,000 miles.
4. Change transfer case fluid every 50,000 miles.
5. Check/inspect all chassis and suspension components monthly and at all PM services.
6. Rotate tires and inspect tread depth and condition. Replace at 5/32 front and 3/32 rear during dry season, all tires replaced at 6/32nds in winter season. (DOT min 6/32 to be considered a traction tire)
7. Change fuel filters, primary and secondary at 10,000 miles
8. Check brake wear and replace as needed
9. Replace OEM chassis side batteries x2 once yearly
10. Replace medic box batteries if applicable x2 every 2 years

Any additional repairs are prioritized and handled as needed if outside work is required. OEM chassis work under warranty will be taken to closest available OEM dealer. Lake Valley Fire is authorized to conduct warranty repairs on the Braun NW body/build by the manufacturer, and is reimbursed accordingly.

CAL-TAHOE AMBULANCE DAILY CHECKLIST

Medic # _____ Month _____ Year _____ Maintenance # _____

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Mileage																															
Fuel																															
Radios																															
Passports																															
Knox Keys																															
Extinguisher																															
Clipboard, Forms																															
New Damage																															
Engine Oil																															
Brake Fluid																															
Transmission Fluid																															
Engine Coolant																															
Windshield Fluid																															
Battery, Belts																															
Wipers, Lights																															
Tire Pressure																															
SCBA																															
Halligan, Axe																															
C-Spine Equipment																															
Spare Tire, Chains																															
Medication Bag																															
Glucometer																															
Airway Bag																															
Pediatric Bag																															
Cardiac Monitor																															
IO																															
CPAP																															
Nitrous Oxide																															
Portable Suction																															
PFD's / Avi Gear																															
Medical Supplies																															
Main O2 Pressure																															
Portable O2 Pressure																															
Red Tag #																															
Initials																															
Comments:																															

01281

CAL-TAHOE AMBULANCE MONTHLY CHECKLIST

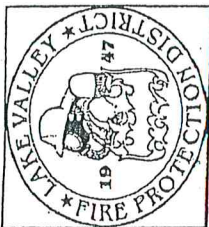
Maint #: _____
 Medic #: _____

Month: _____
 Year: _____

Monthly inspection sheet

Tire Pressure	Tread Depth	
Right Front		
Right Rear o/s l/s	o/s l/s	
Left Front		
Left Front o/s l/s	o/s l/s	
Spare		
Inspect tire for tread depth, damage, objects in duals		
Inspect and tighten all lug nuts, wheel covers		
Inspect battery, battery connections and electrolyte level		
Inspect all belts and hoses		
Check air filter gauge for green indicator		
Check all dash gauges for proper readings		
Inspect windshield, windows and mirrors for damage		
Inspect wiper blades and arms		
Inspect all weather stripping on doors, walk-thru, etc		
Inspect and tighten all trim and door fasteners/screws		
Inspect and tighten all Code 3 clearance light covers		
Inspect all antennas on roof		
Inspect undercarriage:		
Frame for damage/cracks		
Suspension, shocks		
Steering components, tie rod ends		
Driveline, CV joints - lube		
Engine mounts		
Body mounts		
Fluids:		
Engine		
Transmission		
Differentials		
Brake		
Coolant		
Windshield washer		
Steering		
Winter:		
Check chains/onspots for damage		
Mileage		
Service Mileage		
Date and inspector's name		

Comments:



LAKE VALLEY FIRE PROTECTION DISTRICT APPARATUS MALFUNCTION AND MAINTENANCE REPORT

[illegible]

Braun Northwest, Inc.
DETAILED SPECIFICATIONS
FOR
LAKE VALLEY/CAL JPA
SOUTH LAKE TAHOE, CALIFORNIA
VEHICLE #2403-1

1 CHASSIS

1.01 OEM CHASSIS

- 2017 Ford F-350, 4 x 4, meeting all the specifications of Section 1.01.
 - Ambulance Prep. Package
 - EPA Special Emergency Vehicle Emissions
 - 3-year/36,000 mile "Bumper to Bumper" warranty
 - Dual rear wheels
 - Provided by Braun Northwest

1.01.01 SPECIFIC RATINGS

- Drive – 4 x 4
- G.V.W.R. – 14,000 lbs.
- Front Axle – 5,940 lbs.
- Rear Axle – 9,750 lbs.
- Wheelbase – 169"
- Cab to Axle – 84"
- Curb Weight – 10,500 lbs. approximate
- Payload – 2,300 lbs. approximate
- Front Spring Capacity – 5,940 lbs.
- Rear Spring Capacity – 9,750 lbs.
- Rear Differential – 4.10:1 ratio, limited slip wide track rear axle

1.01.02 POWER TRAIN

- Engine
 - 6.7L 4V Power Stroke V8 turbo diesel B20
 - Diesel Emission Fluid (DEF) System with operator-commanded regeneration
 - 5 years/100,000 mile warranty
 - External oil cooler
 - Factory diesel package
 - 1,000 watt engine heater
 - Heavy duty dry type air cleaner with flow restriction indicator
- Engine Cooling System
 - Heavy duty, closed-air, free-liquid state type
 - Coolant recovery system
 - 50/50 solution Permanent type antifreeze to -40 degrees F

- Transmission
 - TorqShift 6-speed automatic overdrive transmission
 - External oil cooler in chassis grille area
 - Tow/Haul Mode with Integrated Exhaust Brake
 - Electronic Shift on the Fly
- Exhaust System
 - System complies with Federal Motor Carrier Safety Regulations, Part 393.83
 - Suspended using three (3) hangers, excluding manifold attachment
 - Discharge at right rear side of module
 - Tailpipe shall not terminate within twelve (12) inches of the vertical axis of the fuel tank filler opening.

1.01.03 STEERING

- Power assisted
- Tilt steering wheel

1.01.04 SHOCK ABSORBERS/STABILIZER BARS

- Heavy-duty shock absorbers front and rear
- OEM front and rear stabilizer bars

1.01.05 BRAKES

- Heavy duty power assisted; front and rear disc
- Front 13.66" diameter; Rear 13.39" diameter
- Four Wheel ABS

1.01.06 TIRES AND WHEELS

- Seven (7) OEM LT 245-75Rx-17E all-season steel belted radials
- Seven (7) OEM 17" steel wheels
- OEM jack and tire changing tools
- Spare tire and wheel shipped loose

1.01.07 ELECTRICAL

- Alternators – OEM Dual rated at 377 Amps total
- Batteries – OEM Dual 750 CCA each
- Stationary Elevated Idle Control

1.01.08

INSTRUMENT PANEL AND CONTROLS

- Gauges
 - Tachometer
 - Coolant Temperature
 - Transmission Fluid Temperature
 - Fuel
 - Speedometer
 - Indicator lights
 - Odometer/Trip Odometer
 - Turbocharger Boost
 - Tire Pressure Monitoring System
- Controls – Cruise
- Audio – OEM AM/FM/CD/SiriusXM radio with 6 month prepaid subscription
- SYNC Voice-Activated communications and entertainment system with AppLink and instrument panel compass display
- 4.2” LCD Productivity Screen in IP Cluster with Compass Display
- Engine hour meter

1.01.09

CAB EXTERIOR

- Trim Level – XLT
- Horn – OEM dual electric
- Windows – Tinted safety glass
- Windshield wipers – Two-speed electric, washer and intermittent speed control
- Mirrors
 - Two (2) black, below eye level, manually telescoping trailer tow
 - Power, heated glass, upper portion
 - Turn Indicators and clearance lights on outside edge
 - Lower portion convex
- Bumper – Chrome
- Tow Hooks – Two (2) Front
- Lights
 - Headlamps – Single beam jewel effect
 - Roof clearance light
 - Under hood service light
- Fuel – OEM 40 gallon tank

1.01.10**CAB INTERIOR**

- Trim Level – XLT
- Seats – OEM
 - Cloth 40/20/40
 - Combination lap and shoulder harness
 - Side door armrest
- Flooring – Black Vinyl
- Climate Control – OEM
 - Heavy duty, fresh air, high capacity heater/defroster
 - Dehumidifying air conditioning system
- Airbags
 - Driver and right-front passenger front
 - Front-Seat side
 - Safety Canopy System with roll-fold side curtain airbags
- Other
 - Padded sun visors, dash, and door panels
 - Molded cloth headliner
 - Reduced sound package
 - Dual dome lights
 - Auxiliary power point
 - Interior hood release
 - Power door lock & windows
 - Remote keyless entry
 - Adjustable gas and brake pedals

1.01.11**COLORS**

- Exterior – Oxford White (Z1)
- Interior – Gray

1.02 CHASSIS MODIFICATIONS

The following modifications will be made to the chassis by Braun Northwest.

1.02.03A SIMULATORS AND VALVE STEM EXTENDERS

Stainless steel wheel simulators shall be installed on all outer wheels, with braided valve stem extenders on all four rear wheels.

1.02.04 EXHAUST HEAT SHIELDS

Shall be formed from 20 ga. galvanized steel sheets with stamped reinforcements and formed edges. Access openings shall be provided for shock absorber, mounting bolts, etc. Heat shields shall be bolted to chassis frame and extend from back of cab to the frame cross member just behind the rear axle.

1.02.05A RUNNING BOARDS

Running boards made of 0.125" bright aluminum diamond plate shall be securely mounted on both sides of the chassis with OEM fasteners.

1.02.09 MUD FLAPS

Mud flaps with the "North Star" logo on them shall be installed behind each rear wheel.

1.02.12 A MAP BOOK HOLDER / CONSOLE

Shall be an integral part of the driver's console. (Section 6.09 Related)

1.02.13 TIRE CHAINS

Rud Rotogrip III brand automatic chains shall be installed on the rear axle and controlled by a switch in the console. The compressor shall be installed on the floor of streetside forward exterior compartment #1. A disable switch shall be located adjacent to the compressor for ease of maintenance.

1.02.30A CHASSIS MODIFICATION

The ride height for the vehicle shall be lowered by removing the spacer block under the rear leaf springs, and the chassis headlights shall be re-adjusted.

1.02.31X STATION EXHAUST

Install a provided Plymovent exhaust and Gibson exhaust tip.

1.02.43 CHASSIS MODIFICATIONS

Apply anti-seize to the back side of the rear wheels where they make contact with the axle.

1.03 MODULE-TO-CHASSIS MOUNTING SYSTEM

1.03.01 MODULE MOUNTING SYSTEM

The module shall be bolted to the chassis frame in no fewer than twelve locations. Each mounting location shall include a hard rubber isolation pad between the chassis frame and the module lateral. The rearmost lateral(s) shall be connected to the frame extensions with 5/8" grade 8 bolts. All remaining laterals shall be connected with vertical 3/4" grade 5 eye bolts fastened to the frame rails with horizontal 3/4" grade 5 hex bolts. All bolts shall be secured with locking nuts.

1.03.02 CAB-TO-MODULE ATTACHMENT

The module shall be connected to the cab with a flexible watertight boot to allow cab-body flex as designed by the chassis manufacturer. The chassis back shall be replaced by an aluminum insert painted with black-painted polyurea thermoplastic elastomer. The insert shall be installed with 0.25" stainless steel bolts, and a stainless steel threshold shall be installed to protect the bottom of the walk-thru.

MODULAR CONSTRUCTION

All material utilized shall be of the correct type, alloy, and thickness to withstand the intended usage and provide protection against cracking, corrosion, or metal fatigue. All materials utilized shall be of open stock origin, commonly available through local sources, for rapid and economical repair or modification of the body. Any use of proprietary parts or materials in the construction of the body is unacceptable, due to potential delays or difficulties in future repairs or service. NO EXCEPTIONS TO BE TAKEN IN THIS AREA. This specification has been designed and written to fill specific needs of this agency. Where brand name, make, or model of equipment has been specified, no exceptions will be allowed. Where compartment and cabinet sizes have been specified, bidder must bid substantially (plus or minus 1") the size specified. The module shall have a transferable lifetime structural warranty.

2.01

MATERIAL

EXTRUSIONS	SIZE	ALLOY
Structural Tubing	1" x 2" x 0.125" sq.	6063-T52
Structural Tubing	2" x 2" x 0.125" sq.	6063-T52
Cross Members	3" x 3" x 0.375"	6061-T6
Cross Members	1.5" x 3" x 0.25"	6061-T6
FORMED SHEETING	SIZE	ALLOY
Skin/Roof/Compartments/Subfloors/Doors	0.125"	5052-H32
Interior Cabinets	0.090"	5052-H32
Diamond Plate	0.125"/0.08"	3003-H32
Stainless Steel	16 ga., 20 ga.	304 # 4B

2.02

MODULE DIMENSIONS

Overall Vehicle Dimensions: (Specifications are listed as minimums.)

Length:	23' 1"	(277")
Width:	7' 10"	(94") Excluding Mirrors
Height:	8' 11.125"	(107.125")

Exterior Module Dimensions: (Specifications are listed as minimums.)

Length:	12' 3"	(147")
Width:	7' 10"	(94")
Height:	7' 4.375"	(88.375")

Interior Dimensions: (Specifications are listed as minimums.)

Length:	Forward Wall to Rear Doors	139"
Width:	Left Wall to Right Wall	89"
Floor Width:	Left Cabinets to Squad Bench	50.25"
Height:	Floor to Ceiling	72"

Load Height:	Ground to Floor Height	34.25" maximum
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2.03 STRUCTURAL FRAMING

Side wall and rear wall construction shall consist of 2" x 2" x 0.125" aluminum square tubing extensions welded together with a maximum of 14" centers. 1" x 2" x 0.125" aluminum tubing may be utilized in addition to the 2" x 2" tubing to accommodate custom compartment sizes. The bottom of the wall structure shall be sealed with welded 2" x 2" tube, 2" x 2" angle, or 0.125" plate depending upon location. Wall structure shall be capped with 2" x 2" x 0.125" header upon which the 2" x 2" x 0.125" roof structure is welded. This process provides a utilized roll cage for greater occupant safety. The front wall structure shall be constructed of a minimum of 1.250" x 3.875" x 0.125" formed aluminum channel to allow ample space for wiring raceways, heater A/C hoses, and cold air return duct.

2.04 FOUNDATION SYSTEM

Shall consist of a 0.125" aluminum sheet subfloor with foundation members securely welded under the subfloor. Members shall consist of six (6) 3" x 3" x 0.375" structural angles, with two (2) 0.250" x 1.5" aluminum members running lengthwise between the structural angles.

2.05 MODULE SEAMS

All body and compartment seams at or below floor level shall be full seam welded. The entire perimeter of the subfloor shall be completely sealed with a caulking material, creating a watertight, dust-free module environment.

2.06.01 EXTERIOR SKIN

In addition to welding the exterior skin to structural framing, a Norton very high bond system shall be utilized full length on all wall and roof frame members. A polyurethane adhesive sealant shall be applied to the edges of structural tubing at the exterior wall surfaces.

The module shall be constructed utilizing full size sheet construction to minimize body seams. Seams above the passage doors and cab shall be minimal. There shall be no corner or mid body seams.

2.07A MODULE ROOF

In order to improve module strength and reduce roof seams the following roof system shall be utilized. The roof shall be seamed in the center, shall be crowned, have a 1.500" radius at the corners, and provide a weatherproof overlap of the aluminum side sheets 5.250" below the roof line. The roof shall be supported by positive contact between sidewall framing and roof framing. All seams on the roof surface shall be full seam welded on the outside and caulked on the inside. The module roof edges, front and rear, shall be constructed to allow mounting of the recessed light bars. This roof design shall have been tested to meet A.M.D. standards and a detailed exploded drawing of the roof structure shall be provided. In order to avoid the possibility of paint and/or weld cracking, no extrusions shall be used in the exterior construction of the roof or corners of the vehicle.

A contoured, 3/8" aluminum plate, painted to match the module, shall be welded to the roof structure and project through the center of the roof to serve as anchorage for personal fall arrest equipment. The anchorage is designed and rated for a single person only.

2.08X

MODULE EXTERIOR COMPARTMENTS

All compartments are constructed from formed 0.125" aluminum and are securely welded to the subfloor and structural framing. A baffled drain hole shall be provided in all exterior compartment bottoms that extend below the floor line. All exterior adjustable shelves shall be mounted on heavy-duty aluminum adjustable track, which is securely welded to compartment interiors. Each shelf shall support at least 300 lbs. of equipment.

COMPARTMENT #1

Interior Dimensions – 52"W x 35"H x 19"D

Doorway Dimensions – 52"W x 35"H

Location – Streetside, forward

Shelving – Two (2) adjustable: one (1) bin type 17.5"W, one (1) full width (both shelves to be shipped loose).

Door(s) – Double

Light(s) – One (1) LED strip light

Additional Instructions – The 120VAC Power Box shall be installed in the forward wall (Section 6.21 related), recessed so as not to protrude into the compartment.

Compartment will have four (4) vertical strips of adjustable track on the back wall. This will allow the bin shelf to be installed fore or aft in the compartment. The side walls of the bin shelf shall be notched to allow better access to the 120VAC box. Two (2) vertical strips of adjustable track shall be added to each of the side walls for future installation of a full length shelf. The adjustable shelf will be shipped loose.

A corner mounted Ziamatic walk away SCBA brackets shall be provided and installed in the forward corner of the compartment.

An inverter and air compressor with perforated surround shall be installed in the forward section of this compartment.

A filtered vent shall be added to the back and aft wall of the compartment.

COMPARTMENT #2

Interior Dimensions – 25"W x 74"H x 19"D

Doorway Dimensions – 25"W x 70"H

Location – Streetside, rear

Shelving – Three (3) bin type 12.625"W

Door(s) – Single

Light(s) – One (1) LED strip light

Additional Instructions – Three (3) heavy-duty aluminum adjustable tracks will be installed on back wall to accommodate bin type shelving on either side. The shelves will be installed at a stagger with the first shelf being 20" from the floor to the underside staggered to the rear. The second shelf will be 39" to the underside, staggered to the fore, and the third shelf will be 57.5" to the underside, staggered to the rear.

A corner mounted Ziamatic walk away SCBA bracket shall be provided and installed in the aft corner of the compartment down by the floor.

A filtered vent shall be added to the aft wall of the compartment.

COMPARTMENT #3

Interior Dimensions – 15.5"W x 77"H x 19"D

Doorway Dimensions – 15.5"W x 70"H

Location – Curbside, rear

Shelving – None

Door(s) – Single

Light(s) – One (1) LED strip light

Additional Instructions – This compartment shall have three (3) straps setup for storage of an "M" size cylinder.

Two (2) backboard-restraining straps shall be installed in aft section. A formed stainless steel gasket cover shall be installed so that backboards do not cut gasket material.

A filtered vent shall be added to the aft wall of the compartment.

COMPARTMENT #4

Interior Dimensions – 22.5W x 25"H x 19"D

Doorway Dimensions – 20.5"W x 25"H

Location – Curbside, rear, aft of wheel well

Shelving – None

Door(s) – Single

Light(s) – One (1) LED strip light

Additional Instructions – None

COMPARTMENT #5

Interior Dimensions – 25.75"W x 56.25"H x 32"D

Doorway Dimensions – 25.75"W x 56.25"H

Location – Curbside, forward

Shelving – See Interior Cabinet #20

Door(s) – Single

Light(s) – One (1) LED strip light

Additional Instructions – This compartment shall provide inside/outside access to Cabinet #20 with a full width stainless steel threshold on the floor level shelf. There shall be storage located below the floor.

2.09X

MODULE DOORS

The doors shall be flangeless box pan formed with a total thickness of 2".

2.09.01

DOOR FRAME AND SEAL

Each door frame shall have a flange for the installation of an air cell hollow core, 360-degree compression door seal. This seal creates watertight, dust-free compartment integrity. Door seal shall be knock-on type. Door frames shall be bonded to the adjacent tubes such that no exterior flange is required.

2.09.02

DOOR HINGES

Shall be full length, piano type, stainless steel hinges, 2.5" wide with a 0.25" pin. The hinges shall be attached with 12 x 3/4 stainless steel truss head screws spread 4" apart. All curbside and streetside doors shall be hinged on the forward sides. All rear doors shall be hinged on the outboard sides.

2.09.03X

DOOR LATCHES

Exterior door handles shall be semi-flush, cast aluminum, Eberhard E Grabber model 21100. Passage doors shall have release handles on the inside of each door. All exterior doors shall have rotary latches and striker posts that meet FMVSS 206 requirements. Striker posts shall be adjustable and shall be secured with a nut from behind the door frame. The striker washer shall not be removed. Doors greater than 45" tall shall have double rotary latches activated by stainless steel rods. Once final adjustments have been made, threads shall have Loctite or equivalent applied. All double-door compartments shall have an exterior E Grabber handle and rotary latches on each door. Doors shall latch to doorframe-mounted striker posts only and not to one another. Curbside passage and rear curbside doors shall have interior handles with dual-point, rod-actuated, rotary latch systems that are lockable inside and out. All locks shall be keyed J236. Rear passage doors shall both have emergency release levers, one at the top and bottom of each door and accessible from the inside of the module.

2.09.04X COMPARTMENT DOOR CONTROL

A heavy-duty, double spring door control capable of holding the door open at approximately a 90-degree angle on any road surface shall be installed at the top of each compartment door, except compartment #3. A 1" rubber bumper shall be installed on the door for compartment #3.

2.09.05 CURBSIDE DOOR CONTROL

Shall be a heavy-duty, double spring door check installed at the top of the door. This door check will hold the door open at approximately a 90-degree angle on any road surface.

2.09.06 REAR DOOR CONTROL

Shall be "grabber" type hold-open devices with replaceable rubber catches.

2.09.07 COMPARTMENT DOOR SKINS

Shall be 0.080" bright aluminum diamond plate and be removable to service door hardware. Red/white 1.5" conspicuity tape shall be installed on the vertical edge of each door.

2.09.08 ENTRANCE DOOR SKINS

Shall be 0.080" bright aluminum diamond plate and be removable to service door hardware. Red/white 1.5" conspicuity tape shall be installed on the vertical edge of the side passage door, top, and bottom of rear doors.

2.09.09A ENTRANCE DOORWAYS

One (1) curbside and two (2) rear module entrance doors shall be provided. The curbside doorway dimensions shall be 28"W x 73.75"H. The rear doorway dimensions shall be 49.75"W x 66"H.

2.09.10 THRESHOLDS

All compartment and module access doorframes shall have full width formed stainless steel threshold plates to protect the lower edge of frame.

2.10X MODULE INTERIOR CABINETS

Shall be formed of 0.090" aluminum and shall be securely welded or mounted to the structural framing. All interior adjustable shelves shall be mounted on 1" wide aluminum Adjustable track.

CABINET #1

Dimensions – 39.5"W x 13.75"H x 14.75"D

Location – Streetside, upper forward

Shelving – One (1) adjustable, aft of divider

Door(s) – Sliding, clear 0.177" acrylic with felt lined anodized aluminum track and full extruded aluminum door pulls

Additional Instructions – Cabinet shall be divided in the center by a vertical fixed divider. An IV Warmer shall be located in the lower aft corner of this cabinet. One (1) 120VAC receptacle shall be installed on the back wall of the cabinet.

CABINET #2

Dimensions – 39.5"W x 13.75"H x 14.75"D

Location – Streetside, upper center

Shelving – One (1) adjustable

Door(s) – Sliding, clear 0.177" acrylic with felt lined anodized aluminum track and full extruded aluminum door pulls

Additional Instructions – None

CABINET #3

Dimensions – 20"W x 13.75"H x 14.75"D

Location – Streetside, upper rear

Shelving – One (1) adjustable

Door(s) – Sliding, clear 0.177" acrylic with felt lined anodized aluminum track and full extruded aluminum door pulls

Additional Instructions – None

CABINET #4

Dimensions – 20 "W x 15"H x 19"D

Location – Streetside, center rear

Shelving – One (1) adjustable

Door(s) – Sliding, clear 0.177" acrylic with felt lined anodized aluminum track and full extruded aluminum door pulls

Additional Instructions – None

CABINET #5 – Open Storage

Dimensions – 22"W x 15.75"H x 19"D

Location – Streetside, lower rear

Shelving – None

Door(s) – None

Additional Instructions – The counter top shall be one-piece 16 ga, 304 stainless steel with a 0.5" aluminum retaining lip.

A 120VAC receptacle shall be located on the back wall.

CABINET #6 – Action Area

Dimensions – 55.625"W x 31.75"H x 19"D

Location – Streetside

Shelving – None

Door(s) – None

Additional Instructions – It shall contain one (1) oxygen outlet, vacuum connection, suction collector, attendant control panel, inverter status panel, digital thermostat, one (1) 120VAC receptacle, and one (1) 12VDC receptacle.

The entire action wall area shall be lighted utilizing a Thin-Lite Model #612 light with 12VDC dual 11" fluorescent bulbs.

A full depth counter top shall be located below the action wall. The counter top shall be one-piece 16 ga, 304 stainless steel with a 0.5" aluminum retaining lip.

A sharps and waste space (sized for a Becton-Dickinson, 8.2 Qt., sharps container and a 7 Qt. waste) shall be located at the aft of the countertop. The sharps and waste shall be accessible and changeable thru a hinged acrylic flip up door.

CABINET #7 – Radio Cabinet

Dimensions – 8"W x 27.75"H x 19.5"D

Location – Front, behind attendant seat

Shelving – None

Door(s) – Aluminum, hinged door, and a quarter turn slotted latch.

Additional Instructions – This cabinet is intended for radio component storage and shall be supplied with access to electrical component panel.

Shall be vented by louvers in the upper and lower portion of the door.

CABINET #8 – Miscellaneous Storage

Dimensions – 8"W x 25"H x 19.5"D

Location – Front, under Cabinet #7

Shelving – Two (2) adjustable

Door(s) – None

Additional Instructions – Open storage for map books and miscellaneous.

CABINET #9 – Attendant Seat Cabinet

Dimensions – 25"W x 8"H x 19.5"D

Location – Streetside, below Attendant Seat

Shelving – None

Door(s) – None

Additional Instructions – This cabinet shall be open to the aisle side and have a 1" lip along floor edge to hold items in place.

CABINET #10 – CPR Seat with Storage

Dimensions – Bench: 25.5"W x 18.75"H x 19"D

Storage: 25.5"W x 8.125"H x 19"D

Location – Streetside

Shelving – None

Door(s) – Hinged aluminum bench lid, with high-density foam padding covered with seamless vinyl shall provide access to the storage area. It shall have a 1.5" overhang, an automatic hold-open device, and stainless steel paddle latch. The pad shall be removable.

Additional Instructions – The CPR seat back pad shall have high-density foam padding covered with seamless vinyl. One (1) set of seatbelts shall be installed on the seat.

The CPR seat base to be formed from aluminum and securely anchored to sub-floor. The bottom and unfinished sides of the storage area shall be sprayed with textured gray polyurethane and painted white with gray splatter.

CABINET #11

Dimensions – 31.5"W x 10"H x 9"D

Location – Curbside, upper rear

Shelving – None

Door(s) – Sliding, clear 0.177" acrylic with felt lined anodized aluminum track and full extruded aluminum door pulls

Additional Instructions – None

CABINET #12

Dimensions – 31.5"W x 10"H x 9"D

Location – Curbside, upper forward

Shelving – None

Door(s) – Sliding, clear 0.177" acrylic with felt lined anodized aluminum track and full extruded aluminum door pulls

Additional Instructions – This cabinet shall have three (3) adjustable vertical dividers.

CABINET #13

Dimensions – 12"W x 21"H x 5.5"D

Location – Curbside, aisle side of right front stack

Shelving – None

Door(s) – None

Additional Instructions – None

CABINET #14 – Squad Bench with Storage

Dimensions – Bench: 66.125"W x 18.75"H x 19"D

Storage: 43.375"W x 8.125"H x 19"D

Location – Curbside

Shelving – None

Door(s) – Hinged aluminum split lid bench, with high-density foam padding covered with seamless vinyl shall provide access to the storage area. It shall have a 1.5" overhang, an automatic hold-open device, and a stainless steel paddle latch.

The forward lid shall provide access to the storage area. The aft lid shall be fixed. The pad shall be removable.

Additional Instructions – The squad bench back and/or head pads shall have high-density foam padding covered with seamless vinyl. Three (3) sets of seatbelts shall be installed on the bench and set up for use with sit-up or stretcher patients.

The squad bench base to be formed from aluminum and securely anchored to sub-floor. The bottom and unfinished sides of the storage area shall be sprayed with textured gray polyurethane and painted white with gray splatter.

An Oxygen window and clock shall be installed in the wall at the aft end of the bench.

An Oxygen outlet and a rotary style DOME TIMER switch shall be installed on the curbside wall over the bench.

CABINET #15 – HVAC

Dimensions – 34.75"W x 16.5"H x 27.875"D

Location – Front, right upper

Shelving – None

Door(s) – None

Additional Instructions – This cabinet shall house the heater/AC unit and the suction pump.

CABINET #16 – Electrical Cabinet

Dimensions – 30.75"W x 13"H x 10"D

Location – Front, center over walk-thru

Shelving – None

Door(s) – Aluminum, hinged, swing up door with a hold-open device, a quarter turn slotted latch, and an automatic compartment light.

Additional Instructions – This cabinet shall house the electrical component module.

CABINET #17

Dimensions – 18.75"W x 29.25"H x 10"D

Location – Front, forward of action area

Shelving – Two (2) adjustable shelves

Door(s) – None

Additional Instructions – None

CABINET #18

Dimensions – 27.75"W x 14"H x 27.875"D

Location – Front, right center

Shelving – One (1) adjustable

Door(s) – Sliding, clear 0.177" acrylic with felt lined anodized aluminum track and full extruded aluminum door pulls

Additional Instructions – None

CABINET #19 – Drawers

Dimensions – 32"W x 7.75"H x 27.875"D

Location – Front, right below Cabinet #18

Additional Instructions – There shall be two (2) 13"W x 5"H x 19"D metal drawers in this area. Each drawer shall operate on 18" slides rated at 300 lbs. per set and have a gas shock hold open/closed device to ensure drawers do not accidentally open or close during operation of the vehicle. Drawers shall be formed of 16 ga. steel welded construction with an automotive gray enamel finish, and formed structural support on the sides and front of drawers. Each drawer shall have machine stamped divider supports along the side for at least four (4) dividers per drawer with four (4) adjustable dividers provided with each drawer installed side to side.

CABINET #20 – Inside/Outside Access

Dimensions – 32"W x 42.5"H x 27.875"D

Location – Front, right lower

Shelving – Two (2) adjustable, with 1" x 1" lip down facing doorway

Door(s) – None

Additional Instructions – This cabinet shall be accessible from the outside via exterior Compartment #5.

One (1) 120VAC receptacle and one (1) 12VDC receptacle shall be installed in the upper forward portion of the left wall.

The HVAC shall be distributed thru a vertical plenum on the aisle side of the right front stack.

2.11A

SIDE DOORSTEP

A recessed curbside side doorstep shall be provided which is 11.5" deep x 28" wide. There shall be a drain hole and an open grate step plate, which is removable for cleaning purposes. Polished aluminum diamond plate kick panel will be installed on the sides and face of doorstep.

2.13A

CAB TO MODULE PASSAGE

Shall be a walk-thru measuring 15.75" W x 37" H.

2.14

WHEEL WELL LINERS

Shall be installed in the wheel wells over the rear wheels. The liners shall be formed aluminum.

3 COATINGS AND FINISHES

3.01 MODULE FINISH PREPARATION

The module shall be seam sealed and all imperfections on aluminum surfaces of module shall be sanded smooth. The entire exterior shall be mechanically etched and washed with wax and grease remover to ensure proper primer and paint adhesion.

3.02 MODULE PRIMER

Module shall be primed with urethane primer prior to applying the finish coat of acrylic urethane paint.

3.03 PAINT TYPE

Shall be Sherwin Williams acrylic urethane.

3.04X COLOR SCHEME

Base color: White (SW #GLV-33631 Alt 2)

Stripe #1	Color:	Ruby Red
	Width:	1.5"
	Style:	To Match #775-1
	Material:	Scotchlite
	Location:	Lower third of vehicle
Stripe #2	Color:	Cardinal Red
	Width:	9.5"
	Style:	To Match #775-1
	Material:	Vinyl
	Location:	1.5" below Stripe #1/#4
Stripe #3	Color:	Ruby Red
	Width:	1.5"
	Style:	To Match #775-1
	Material:	Scotchlite
	Location:	1.5" below Stripe #2/#4
Stripe #4	Color:	Black
	Width:	0.25"
	Style:	To Match #775-1
	Material:	Scotchlite
	Location:	Top and Bottom of Stripe #1, #2 and #3

3.05X LETTERING/DECALS

Item #1	Lettering:	"EL DORADO COUNTY" (arched)
	Font:	Clarendon
	Color:	Ruby Red with black vinyl outline
	Size:	11.728"H x 65.99"L overall
	Material:	Scotchlite and vinyl
	Location:	Streetside

Item #2	Lettering: "EMERGENCY MEDICAL" 4.6"H x 60"L "SERVICES" 4.6"H x 27"L Font: Clarendon Color: Ruby Red with black vinyl outline Size: 4.6" Material: Scotchlite and vinyl Location: Streetside
Item #3	Lettering: "FIRE" Font: Match existing Color: White with black vinyl outline Size: 5.5"H x 24"H Material: Scotchlite and vinyl Location: Streetside compartment #2 door on Stripe #2
Item #4	Lettering: "PARAMEDIC" 41"L Font: Helvetica Color: White with black vinyl outline Size: 4" Material: Scotchlite and vinyl Location: Centered on the rear passage doors on Stripe #2
Item #5	Lettering: "EL DORADO COUNTY" (arched) Font: Clarendon Color: Ruby Red with black vinyl outline Size: 11.728"H x 65.99"L overall Material: Scotchlite and vinyl Location: Curbside
Item #6	Lettering: "EMERGENCY MEDICAL" 4.6"H x 60"L "SERVICES" 4.6"H x 27"L Font: Clarendon Color: Ruby Red with black vinyl outline Size: 4.6"H Material: Scotchlite and vinyl Location: Curbside
Item #7	Lettering: "FIRE" Font: Match existing Color: White with 0.25" black vinyl outline Size: 5.5"H x 24"H Material: Scotchlite and vinyl Location: Curbside compartment #3 and #4 door on Stripe #2
Item #8	Lettering: "PARAMEDIC" 41"L Font: Helvetica Color: Ruby Red with black vinyl outline Size: 4" Material: Scotchlite and vinyl Location: Front below lightbar

Item #9 Lettering: "M-1"
 Font: Clarendon
 Color: Ruby Red with black vinyl outline
 Size: 6"H x 15"L
 Material: Scotchlite and vinyl
 Location: On one side of the placards

Item #10 Lettering: "M-3"
 Font: Clarendon
 Color: Ruby Red with black vinyl outline
 Size: 6"H x 15.7"L
 Material: Scotchlite and vinyl
 Location: On the back side of the placards

3.06X COMPARTMENT FINISH

All compartments shall be sanded, etched, washed, primed, coated with textured polyurea thermoplastic elastomer finish and painted white with light gray splatter paint. (GLV-33631 Alt 2 / GLV-51748)

All shelves and trays shall be sanded, etched, washed, primed, and painted white with light gray splatter paint. (GLV-33631 Alt 2 / GLV-51748)

3.07X INTERIOR CABINETRY FINISH

All interior cabinetry shall be sanded, etched, washed, primed, coated with textured polyurea thermoplastic elastomer finish and painted white with light gray splatter paint. (GLV-33631 Alt 2 / GLV-51748)

All shelves and trays shall be sanded, etched, washed, primed, and painted white with light gray splatter paint. (GLV-33631 Alt 2 / GLV-51748)

3.08X MODULE UPHOLSTERY

Shall be Spradling vinyl Dove Gray, and be seamless.

3.09 MODULE FLOORING MATERIAL

Shall be Genome (#TFM2702) Altro Transflor Meta Slip-Retardant Sheet flooring providing durability, ease of maintenance, and stain resistance. It shall contain a high concentration of microscopic aluminum oxide particles and colored quartz crystals suspended throughout the thickness with silicon carbide grains in the entire wear surface for slip-retardant performance. It shall have a bacteriostat incorporated to give flooring excellent anti-bacterial activity and an overall thickness of 0.11" nominal. Flooring shall be manufactured for Wear Resistance to meet ASTM C 501, indentation resistance in accordance with ASTM F 1303 and ASTM F 970, Grade 1 standards, shall meet ASTM D 2047 Slip Retardant, ASTM F 970 Static Load, ASTM E648, CMVSS, FMVSS 302, CAN ULC S102.2 Fire Data Tests.

It shall be seamless and cove up the side walls a minimum of 5" as a seal.

An insulated floor shall be installed over the subfloor. It shall be constructed with square tubing (0.75" x 0.75" x 0.063"), filled with 0.75" thick polyiso foam insulation, and covered with 0.125" aluminum sheet. (Section 2.04 related)

3.10 COMPARTMENT LINING

Compartment floors shall be lined with light gray Mate'flex material and all shelves with easy sweep mat.

3.11 CABINET LINING

Interior cabinet shelves shall be lined with easy sweep mats, which are removable for ease of cleaning.

3.12 SURFACES AND FINISHES

All surfaces and finishes shall be impervious to soap, disinfectants, and water, to permit washing and sanitizing.

3.13 AUTOMOTIVE UNDERCOATING SEAL

The module underbody (excluding the area above the fuel tank, driveline, and exhaust lines, per manufacturer's specifications) shall be sprayed with undercoating for reduced corrosion and added sound deadening.

3.14X PLACARD HOLDERS

Four (4) stainless steel holders for 16.375"L x 6"H x 1/8" placards shall be provided and installed per drawings. One (1) installed on the streetside above compartment #1, one (1) on the lower portion of the streetside rear passage door, one (1) on the curbside of the module above compartment #5 door, and one (1) on the front of the module centered on the streetside. There shall be lettering on both sides of the placards.

4.01**STEP/BUMPER**

Shall be a welded construction of 3" x 3" x 0.375" aluminum angle and 2" x 0.250" plate and shall be covered by 0.125" bright aluminum diamond plate. The center section, below the doors, shall have hex punched open flow design to prevent accumulation of water and snow and provide a 7" step width. Both outermost ends shall be angled to prevent dragging of corners in high angle of approach/departure areas. Diamond plate shall be formed on front and rear edges for channel type strength and formed 0.090" aluminum close out shall be welded to the underside of the step/bumper. The bumper shall be bolted directly to the chassis frame using high strength Grade 5 bolts. Bumper shall be easily removable and replaceable in case of damage. Step/bumper designed to accommodate a "one-person style" cot.

4.02A**RUB RAILS**

Shall be bright finished extruded aluminum of a double channel design and 0.125" wall thickness for maximum strength. Rub rails shall be 2.5" high x 0.75" wide and run along the lower edge of body, interrupted only by wheel well opening. A red/white conspicuity reflective tape shall be installed in the insert area of the rub rail.

4.03**FENDER RINGS**

Shall be installed on the module. They shall be bright polished aluminum with a rounded outer edge following the full contour of the wheel well opening.

4.04**DRIP RAIL**

Shall be extruded, anodized aluminum running full length of module at top of sides, front, and rear. Drip rails shall be installed with bonding tape that will withstand exposure to the elements. They shall be installed to allow easy replacement without the use of mechanical type fasteners, and finished with 45 degree angled ends to avoid hooking materials which brush against the vehicle causing damage.

4.05**ROCK GUARDS**

Made of bright aluminum diamond plate shall cover front module corners 24" up from bottom of the body, 2.5" down the side of body, and 15" across the front of the body.

4.06**REAR KICK PANEL**

Shall extend from the top of the rear step to the bottom of the rear doors, full width formed around corners, and 2.5" forward on each side.

4.07**FUEL FILL(S)**

Shall be on the streetside of the module. Each location shall have polished cast aluminum fill well and be properly vented. All fuel filler hoses will be protected with a 0.125" aluminum protection plate. Fuel fills shall be installed in accordance with "Body Builder's" recommendation.

A fill shall be provided for the DEF tank.

4.08X

MODULE WINDOWS

Shall have black anodized aluminum frames, rubber gaskets, and be attached with screws for ease of replacement. All module windows to be dark tinted.

The side door window shall be 18.75" x 18.75" with sliding glass, a positive catch, and a screen.

The rear door windows shall be 18.75" x 18.75" fixed glass to prevent exhaust from entering the module.

Add bracing in curbside wall above squad bench for future installation of an 18.75" x 37.5" window.

4.09A

FUEL SPLASH GUARD

Shall be made of stainless steel and shall be installed below the fuel fill.

4.17X

ELECTRIC STEP

One (1) step shall be provided and mounted under the curbside door. It shall be a Kwikkee Model and shall be wired to open and close with the side door.

Pre-wire for an Auto/Off switch just inside the curbside door.

5 MODULE INTERIOR

All interior hangers, supports, fasteners, latches, and hinges shall be of a near flush type design when not in use. The patient compartment shall be free of sharp projections. Exposed edges and corners shall be broken with a radius, chamfer, or covered with aluminum trim, plastic molding, or rubber edging.

5.01 UPPER WALL COVERING

Shall be covered with light gray heavy grade 0.125" ABS vinyl. All panels shall be attached with a Norton very high bond system.

5.02 HEADLINER

Shall be fiberglass reinforced 0.090" "Glasboard" with textured white surface.

5.03 HEAD PADS/CUSHIONS

Head pads located over all module access openings and seat backs shall be 1" high-density foam covered with heavy-duty vinyl matching upholstery.

Seat cushions shall be 3" high-density foam covered with heavy-duty vinyl matching upholstery. (Section 3.08 related)

5.04 LOWER WALL COVERING

The squad bench sides and lower portion of the streetside wall shall be nonporous, color-coordinated material.

Nonporous, color-coordinated material shall cover the wall from the squad bench to the rear door at the same height as the squad bench front.

5.05A GRAB RAIL

One (1) 75" long x 1.250" diameter stainless steel grab rail with three (3) support brackets shall be securely mounted to roof structural framing running through center.

5.06 ACCESS DOOR GRAB RAILS

Each module access door shall have a 1.250" stainless steel grab handle. The rear and side doors shall have "L" style handles, which may also be used as entry assist rails.

5.07 IV HANGERS

One (1) retractable dual IV hanger with stabilizers shall be near flush mounted in the ceiling over the primary cot.

5.08X**COT MOUNT**

A customer supplied Stryker Power Load system shall be installed.

Provisions shall be made for future customer purchase and installation of any the following cot mount options:

- Ferno dual or single position cot fastener
- Stryker dual or single position cot fastener
- Stryker Power-LOAD or Performance-LOAD cot fastener

Provisions shall include:

- Installation of a 20 amp breaker and 10 ga. 12VDC power and ground, running from the electrical cabinet to the frame rail, terminating in a 36" capped and coiled pigtail forward of the rear axle.
- Insulated floor tubes positioned to allow for a future 2.5"-wide slot for the Power-LOAD floor plate.
- 3/8" reinforcing plates installed beneath each of the five (5) attachment points for the Power-LOAD floor plate.

5.10X**ATTENDANT SEAT**

A rear facing high-back bucket seat, upholstered with heavy grade vinyl, shall be located at the head of the cot position and provide easy access to all action wall controls and outlets, and to the patient. Seat shall be securely anchored to an aluminum storage cabinet with 2-point safety belt.

5.11**OXYGEN SYSTEM**

The entire oxygen system to be assembled with certified Oxygen hose (1000 PSI burst strength) with brass fittings, pressure tested, and certified. Ohio outlets shall be installed in the following locations: one (1) in action area, one (1) in ceiling above primary patient, and one (1) in the curbside wall above the squad bench.

A 50-PSI regulator and one (1) OXYGEN tank wrench shall be included.

A bulkhead connector shall be installed in the ceiling of Compartment #3.

5.12**SUCTION PUMP**

The unit shall have an electric pump as the source of suction. Control shall be on the attendant panel. Suction pump shall be vented to the outside of the vehicle under the module body.

5.13**SUCTION COLLECTOR**

A Rico Model RS4X-1001B suction collector with disposable canister shall be installed in the Action Area.

5.14A**SEATBELTS**

Shall be DOT certified and shall be installed with all passenger seating. Three (3) sets shall be installed on the squad bench and set up for use with sit-up or stretcher patients. The attendant seat and the CPR seat shall each have a single seat belt.

5.16 INSULATION

The module side, ends, roof, doors, and floor shall be insulated to enhance the interior environment and to restrict heat, cold, and external noise from entering the module. The insulation shall be a non-settling foam plank material of 2", 1.5", or 0.75" thickness depending upon location and available space.

Roof, doors, wall, and floor insulation shall be polyisocyanurate.

In addition, a closed-cell polyurethane tape with ultra-high-bond acrylic adhesive shall be utilized on the sidewalls and roof to provide a thermal and noise break between the outside skin and structural members. A 3" wide, 60-mil tape shall be used as a thermal break on the inside surface of the roof and wall tubes.

5.17A MODULE CLIMATE CONTROL SYSTEM

Shall incorporate a combination heating/air conditioning unit with 36,000 BTU heating and 32,000 BTU cooling. The unit shall have a 580CFM fan and have controls independent of the cab system. The module system shall be controllable by a digital thermostat located on the action wall.

A 12VDC water pump shall be installed to increase the heating capacity and efficiency of the system.

The HVAC shall be routed thru a vertical plenum on the aisle side of the right front stack.

5.18 EXTERNAL AIR INTAKE

To supplement heated or cooled air with fresh air, an external air intake shall be provided on the side of the module. The intake shall consist of an opening protected by an aluminum vent cover. The interior chamber of the intake shall be made of aluminum and formed to prevent the collection of moisture. Washable filter media shall be installed in the intake chamber.

5.19 AIR RETURN

A return air path with open area equal to at least twice the blower outlet area shall be incorporated into the evaporator closeout.

5.20 EXHAUST VENT

A motor-powered exhaust vent shall be located in the streetside rear corner of the module.

5.21 NO SMOKING/FASTEN SEAT BELTS SIGNS

Two (2) "No Smoking/Fasten Seat Belt" signs shall be installed – one (1) each for driver's area and module.

5.23A WHITE MARKER BOARD

Shall be installed on the curbside wall of the walk-through.

5.24A

CLOCK

An Atomic controlled clock shall be installed at the aft end of the squad bench over the oxygen window. The clock shall be LCD display and show hours (12/24 selectable), minutes, seconds, date, day, and temperature. Clock shall be powered by two (2) "AA" alkaline battery.

5.26X

SHARPS/HAZARDOUS WASTE CONTAINER

One (1) Becton Dickinson 8.2 qt., sharps container and one (1) 7 qt. waste container shall be installed under the aft end of the action area countertop.

5.29A

OXYGEN WINDOW

Shall be a clear, 6" x 10", acrylic window. The window shall be mounted with self-closing hinges, on the forward facing wall at the aft end of the squad bench.

All added body and chassis electrical equipment shall be served by circuits separate and distinct from the vehicle chassis circuits. All vehicle wiring shall be copper and conform to all SAE J1128 requirements. The wiring shall be colored, numbered, and function coded every 3" for permanent identification and correspond with the vehicle schematics. Solderless, insulated connectors shall be used. Wiring panduit shall be used in power component module to ensure air circulation throughout power component wiring. The wiring shall be routed in conduit or looms and wiring shall be secured to the underbody or frame with insulated metal cable straps. All power distribution cabling shall be covered with a protective split loom. The power component module shall be equipped with positive locking plugs to provide easy disconnect for remount or repair of body. All wiring devices, switches, outlets, etc., except circuit breakers, shall be rated to carry 125% of the maximum ampere load for which the circuit is protected.

6.01 OVERLOAD PROTECTION DEVICES

Body electrical wiring shall utilize overload protective devices of the automotive type circuit breaker. In addition, one (1) single pole, 20-amp circuit breaker shall be provided for future use. The circuit breakers, relays, and other electrical items shall be located in the enclosed power component module.

6.02 VOLTMETER/AMMETER

Shall be a single digital display, located in the driver's console, which displays voltage and alternator current when the ignition is on. Display includes a visual alarm for low voltage.

6.04 IGNITION CONTROL

Chassis electrical circuits will be controlled by ignition switch as provided by the OEM chassis manufacturer. The auxiliary chassis related functions shall be powered by one (1) 100-amp continuous duty solenoid (rear heater/air conditioner, siren, spotlight, etc.).

6.05A MODULE POWER

A 200-amp power disconnect switch (CDR-357) shall provide module power. An ignition interlock shall disconnect module power fifteen (15) minutes after vehicle's ignition is turned off. The interlock shall also allow module power to be activated independently for fifteen (15) minutes by cycling either the ignition switch or the module disconnect switch.

6.06 WIRING ACCESS

All cabinets at ceiling level shall have removable backs, which are screwed in place for access to harnesses. Stack cabinets shall have removable panels for wiring and hose access.

6.07 BACK-UP ALARM

Shall be installed and have a momentary disable switch in the driver's console. If disabled while in reverse, backup alarm shall automatically reset when shifted out of reverse. The alarm shall have a sound output level of 97dB.

6.08 SERVICE LOOP

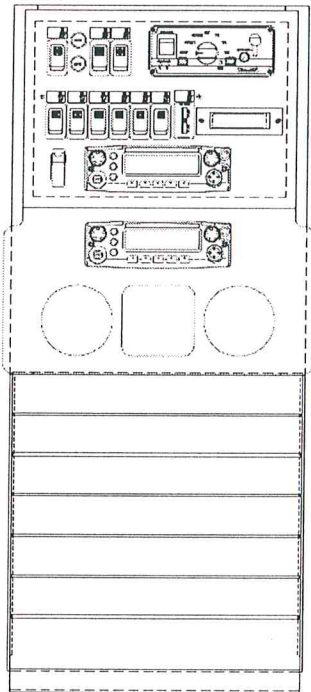
A 6" service loop of wire or harness shall be provided at all electrical components, terminals, and connection points.

6.09A

DRIVER'S CONSOLE/MAP BOOK HOLDER

A driver's console made of black-powder-coated formed aluminum shall be installed between the seats. It shall have a switch panel with the following layout, two cup holders, two arm rests and a map holder with six mill-finished aluminum dividers. A map light shall be installed in the upper right corner (Section 6.11 related).

1. Module Disc.	Passage D/O Compt D/O	2. Emerg. Master	3. Back- up Disable	Siren			
4. Light bar Red	5. Light bar White	6. Flashers	7. Left Scene	8. Right Scene	9. Rear Scene	10. Switch insert USB	Digital Meter
Tire Chain switch		Customer supplied radio					



6.11

MAP LIGHT

A map light with a 19" flexible neck shall be mounted on the driver's console.

6.12A

DOOR AJAR WARNING LIGHT

Shall be installed on the driver's console. A red flashing light shall warn the driver of open passenger access doors and an amber flashing light shall warn the driver of open exterior compartment doors.

6.13 ATTENDANT CONTROL PANEL

Shall be located in the action area. Panel shall include one (1) row of switches, as follows:

- | | | |
|-------------------|--------------|----------|
| 1. Dome Hi/Off/Lo | 3. Aspirator | 5. Blank |
| 2. Dome Hi/Off/Lo | 4. Vent | 6. Blank |

A digital thermostat and inverter panel shall be located adjacent to the attendant control panel.

6.14 ACTION WALL AREA LIGHTING

The entire action wall area shall be lighted utilizing a Thin-Lite Model #612 light with 12VDC dual 11" fluorescent bulbs.

6.15X STEP LIGHTS

A Pre-Wire for a side door step well light shall be installed.

6.16X MODULE INTERIOR LIGHTING

Shall be designed to keep vehicle height to a minimum without interfering with the structural integrity of the roof. Module interior lighting shall consist of six (6) dual intensity #80C0EHCR LED recessed lights – one (1) bank of three (3) lights shall be positioned toward streetside and three (3) lights toward curbside.

The three (3) lights on the curbside shall be automatically activated when the rear or side doors are opened.

There shall be a switch for each bank of lights on the action wall for Hi/Off/Lo.

The curbside bank of lights shall be automatically activated when the rear or side doors are opened or by a rotary style DOME TIMER switch mounted in the wall near the curbside passage door, which shall activate a battery hot timer. Pressing the switch once shall initiate 15-minute timed operation of the lights. Pressing the switch again shall cancel the timed operation.

6.17A BASIC EXTERIOR LIGHTING

Shall include headlights, parking lights, directional signal lights, tail and stop lights, license plate light, back-up lights, side marker lights, hazard and warning lights, and clearance lights as required by FMVSS 108.

Rear, stop, back-up, and turn lights shall be Truck-Lite LED.

Side marker lights shall be "Truck-Lite" LED Model 36.

Front and rear module clearance lights shall be an integral part of the light bar system.

6.18 COMMUNICATIONS EQUIPMENT

The customer shall be responsible for powering up and tuning of the radio equipment.

- | | | |
|----------------|--------------|---|
| Item #1 | Description: | One (1) customer supplied Bendix King one piece radio, radio speaker, and a LAA0290 mic |
| | Location: | The radio shall be mounted in the console recessed above the cup holders and the radio speaker is to be mounted off the front of the console down by the floor. |
| Item #2 | Description: | One (1) customer supplied Bendix King one piece radio, radio speaker, and a LAA0290 mic |
| | Location: | Mounted in the lower portion of the switch plate and the radio speaker is to be mounted off the front of the console down by the floor. |
| Item #3 | Description: | One (1) customer supplied Kenwood one piece radio, radio speaker, and a mic |
| | Location: | Mounted in the forward portion of the action area |

6.19 ANTENNA MOUNTS AND CABLES

Two (2) NMO universal antenna mounts with KHFUD cables and Larsen HyPer master universal connectors and mini-UHF adapters shall be installed on the module. Antenna base access shall be through the dome light openings, and the cables shall terminate in the drivers console.

One (1) customer supplied antenna shall be installed and terminate in the action area.

6.20 BLOCK HEATER

A block heater, with On/Off switch in 120VAC power box, shall be wired to the 120VAC shorepower system and shall be circuit protected (Section 1.01.02 related).

6.21X 120VAC/SHORELINE CIRCUIT BOX

Utility power shall be furnished with 120VAC shorepower via Kussmaul 20 amp Super Auto-Eject plug located on driver's side of vehicle with a green LED indicator light on a stainless steel access plate and distributed via a formed 0.125" aluminum power box recessed into compartment #1. Power box shall be flush mounted so as to maximize compartment size and shall have an easily removable cover.

The box shall contain three (3) 120VAC duplex receptacles and one (1) 120VAC duplex GFCI receptacle.

- Inverter (which feeds interior/exterior 120VAC (receptacles, IV warmer, etc.
- Block heater

Two (2) breakers shall be installed, one for protection of the block heater receptacle, the other for protection of the other 120VAC receptacles.

All exposed receptacles outside of the power box shall be ground fault circuit interrupting (GFCI) and shall have a power on indicating light.

Four (4) interior 120VAC duplex GFI protected receptacles shall be mounted;

- One (1) Cabinet #1
- One (1) Action Area
- One (1) Cabinet #5
- One (1) Cabinet #20

6.22 BATTERY GROUNDS

In addition to OEM grounds, the following ground circuits shall be added: 4 ga. ground cable from module power component panel to frame, two (2) braided ground straps from the module body to the chassis to reduce RF interference.

6.23C BATTERY CHARGER

A 50 amp battery charger shall be provided as part of Magnum Pure Sine inverter system. (Section 6.31 related)

6.25X 12VDC RECEPTACLES

Two (2) 12VDC, 15-amp lighter-style power point receptacles shall be provided;

- One (1) Action Area
- One (1) curbside front inside/outside compartment.

Receptacles shall be powered continuously.

One (1) Blue Sea Dual USB charger shall be installed:

- Driver's Console

6.26 COMPARTMENT LIGHTING

An LED strip light shall be installed in all outside compartments and shall be activated by a door switch.

6.27 EXTERIOR DOOR SWITCHES

Shall be 1/2" mechanical door switches.

6.30 EMERGENCY WARNING SYSTEMS

6.30.01X FRONT LIGHTBAR

Shall be a 94" Whelen #4500 Plus lightbar. Pattern curbside to streetside:

Curbside	Red Lens Red Super LED Flasher
	Red Lens Red Super LED Flasher
	Red Lens Red Super LED (Steady)
	Clear Lens Clear Super LED Flasher
Center	Red Lens Red Super LED Flasher
	Clear Lens Clear Super LED Flasher
	Red Lens Red Super LED Flasher
	Red Lens Red Super LED Flasher
Streetside	Red Lens Red Super LED Flasher

The Lightbar shall be recess mounted with horizontal plane of the roof, protrude no more than 1/2" beyond the vertical plane of the front and sides of the module.

The clearance lights shall be an integral part of the light bar.

The Red flashers shall be controlled by the Light bar Red switch and the Clear flashers shall be controlled by the Light bar White switch.

Prewire for Steady Red light(s).

6.30.02X REAR LIGHTBAR

Shall be a 94" Whelen #4500 Plus lightbar. Pattern curbside to streetside:

Curbside	Red Lens Red Super LED Flasher
	Red Lens Red Super LED Flasher
	17 Degree Angled LED Scenelights
	Amber Lens Amber Super LED Flasher
Center	Red Lens Red Super LED Brake
	Amber Lens Amber Super LED Flasher
	17 Degree Angled LED Scenelights
	Red Lens Red Super LED Flasher
Streetside	Red Lens Red Super LED Flasher

The Lightbar shall be recess mounted with the horizontal plane of the roof, and protrude no more than 1/2" beyond the vertical plane of the rear and sides of the module.

The clearance lights shall be an integral part of the light bar.

The Red and Amber flashers shall be controlled by the Light bar Red switch

The scenelights shall activate when rear doors are opened or when vehicle is placed in "Reverse".

6.30.03C FLASHERS

Six (6) Red halogen flashers shall be mounted two (2) on each side of module in upper corners and two (2) mounted on the rear of the vehicle at window height.. Lights shall be Whelen #90F000RR. The lights shall be switched on the console by the "Flasher" switch.

6.30.04 SCENELIGHTS

Four (4) parabolic scenelights, mounted two (2) on each side, shall be installed. The scenelights shall be flush mounted and have internal optics to deflect the light down at 8-32 degree angles. The lights shall be Whelen Model #90E000ZR Opti-Scene lights. The side door shall activate the curbside scenelights. Lights shall be controlled by a switch in the console.

6.30.05 SPOTLIGHT

A 400,000cp hand-held spotlight shall be hard wired into the console and have a hanging clip.

6.30.06X INTERSECTION LIGHTS

Four (4) Intersection lights shall be installed, one (1) on each fender and one (1) above each wheel well. These shall be Whelen #WIONSMCR Clear Lens Red Super LED lights with a chrome housing. The lights shall be switched on the console by the "Flasher" switch.

6.30.08X GRILLE LIGHTS

Shall be two (2) Whelen #WIONSMCR Clear Lens Red Super LED with a chrome housing. The lights shall be switched on the console by the "Flasher" switch.
Pre-wire for White Light(s).

6.30.09 SIREN

Shall be a Whelen 295SLSA1, 200 watt. Siren options to include radio, horn, manual, wail, yelp, and phaser. The siren's hands free function shall operate through the OEM horn ring circuit when the sirens rotary selector is in the HF position and the Emergency Master switch in on.

- 6.30.10A SIREN SPEAKERS**
Two Federal Signal Dynamax #ES100C speakers with ESB-ESFMT-EF "Electric F" stainless steel grilles shall be installed in the bumper.
- 6.30.11 SEQUENTIAL SWITCHING SYSTEM**
A Kussmaul sequential switching system shall be installed to control emergency lighting.
- 6.30.12 FLASHER CONTROL**
A 50 amp per terminal Vanner 3250 GCP flasher shall be provided to control halogen and LED flashers.
- 6.31A INVERTER**
Shall be a Magnum Pure Sine 1000, 1000 watt inverter with a 50 amp battery charger installed in Compartment #1. A remote inverter status panel shall be installed in the action area. The inverter shall be configured to turn on and off with ignition
- 6.32 FOG LIGHTS**
Shall be two (2) Rugged LED series 3" square fog lights installed in the lower portion of the bumper on either side of the license plate and controlled by an up fitter switch labeled FOG LIGHTS in the headliner.
- 6.35A FLUID WARMER**
A 120VAC fluid warmer shall be installed in the lower aft corner of Cabinet #1. The warmer will be thermostatically controlled at 95 to 105 degrees F. Space for ten (10) one-liter bags of fluids shall be provided.
- 6.40 ELECTRIC DOOR LOCKS**
Shall be installed on all compartment and module access doors. The module door locks shall be wired to the cab doors.
Two (2) switches shall be provided: (1) located on rear curbside door, and (1) located on the curbside passage door.
A hidden unlock switch shall be located behind the license plate.
- 6.46 BACK-UP CAMERA**
A Rostra #250-8309-W back-up camera system shall be installed, including a surface-mounted camera and a rear view mirror/monitor with a 4.3" screen. Camera shall automatically display on monitor when the vehicle is placed in reverse.

7.01**OWNERS MANUAL**

Shall be provided with vehicle and consists of the following items:

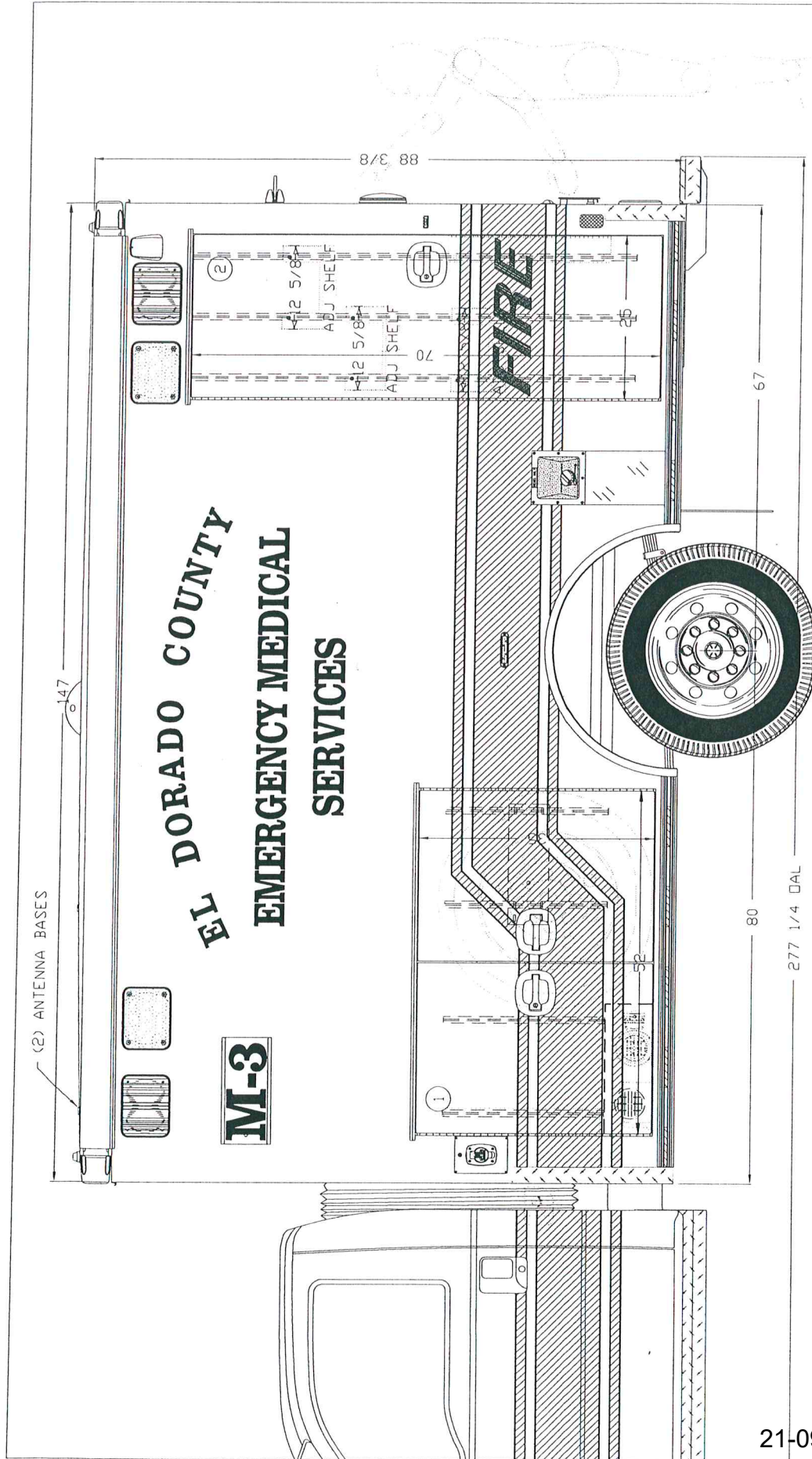
1. Chassis owner information packet.
2. Extra set of keys.
3. Lifetime module warranty.
4. Factory warranty on Chassis.
5. 7 Year/75,000 miles limited electrical warranty.
6. 2 Year/30,000 mile Conversion Warranty.
7. 5 Year Paint Warranty.
8. Module remount engineering checklist.
9. Climate control information and warranty.
10. Main schematic.
11. Electrical equipment amperage ratings.
12. Wire coding list.
13. Schematics for standard system: (As Built)
 - Driver switch console
 - Attendant switch console
 - Climate control system
 - Dual battery system
 - Module harness routing
 - Interior and exterior lights
14. Operations manual
15. Schematics for individual options.
16. Warranty and parts list for light bar, etc.

8.01**LOOSE EQUIPMENT**

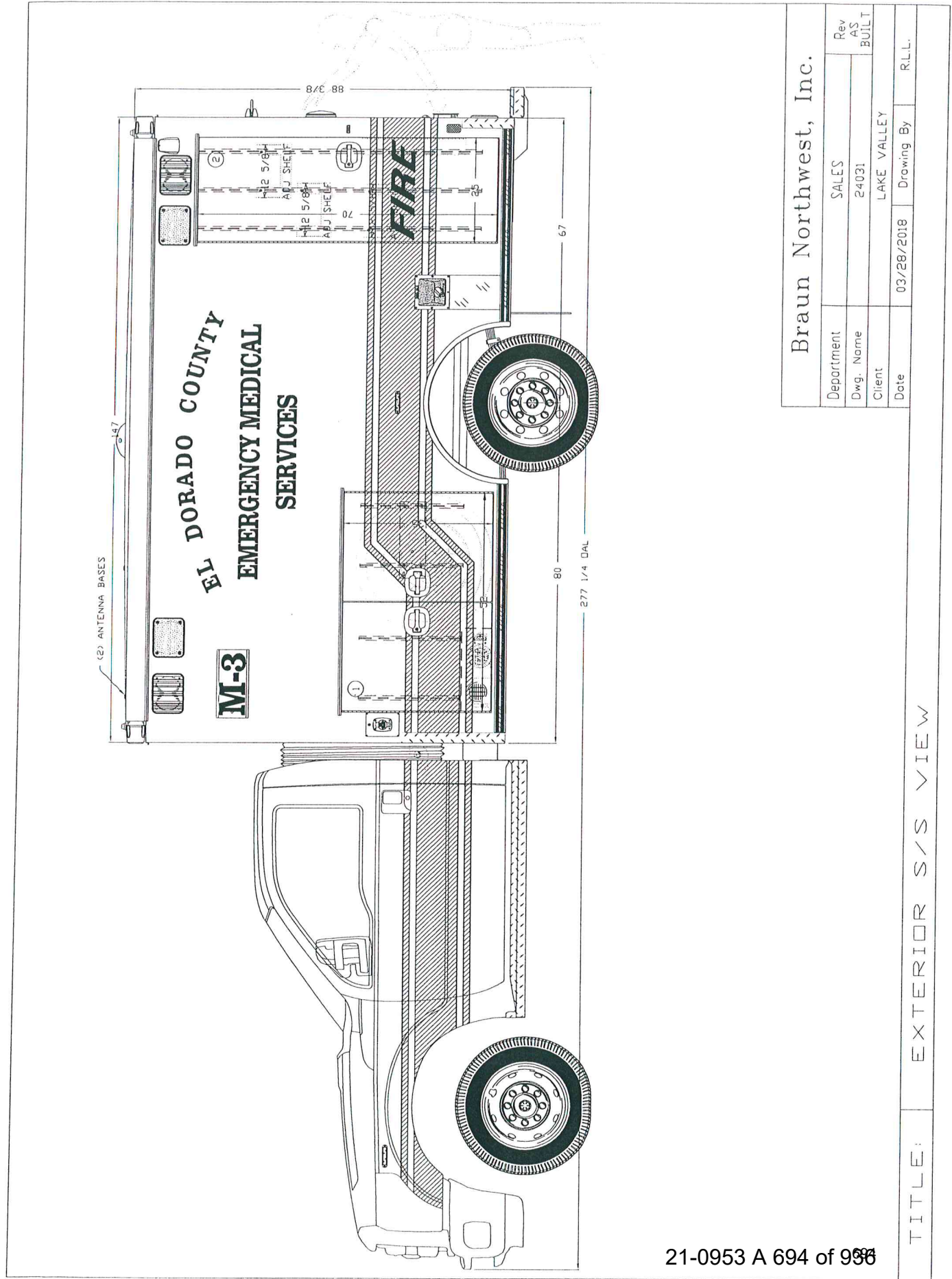
The following equipment shall be shipped loose with the vehicle:

1. Touch Up Paint
 - White GLV-33631 Alt 2
 - Gray GLV-51748Spare tire and wheel
2. Wheel Simulator Wrench
3. Oxygen cylinder Wrench
4. Tire Changing tool and OEM jack
5. Antenna Coax Ends
6. Adjustable shelf for compartment #1
7. Spare tire and wheel
8. Adjustable bin type shelf for compartment #1

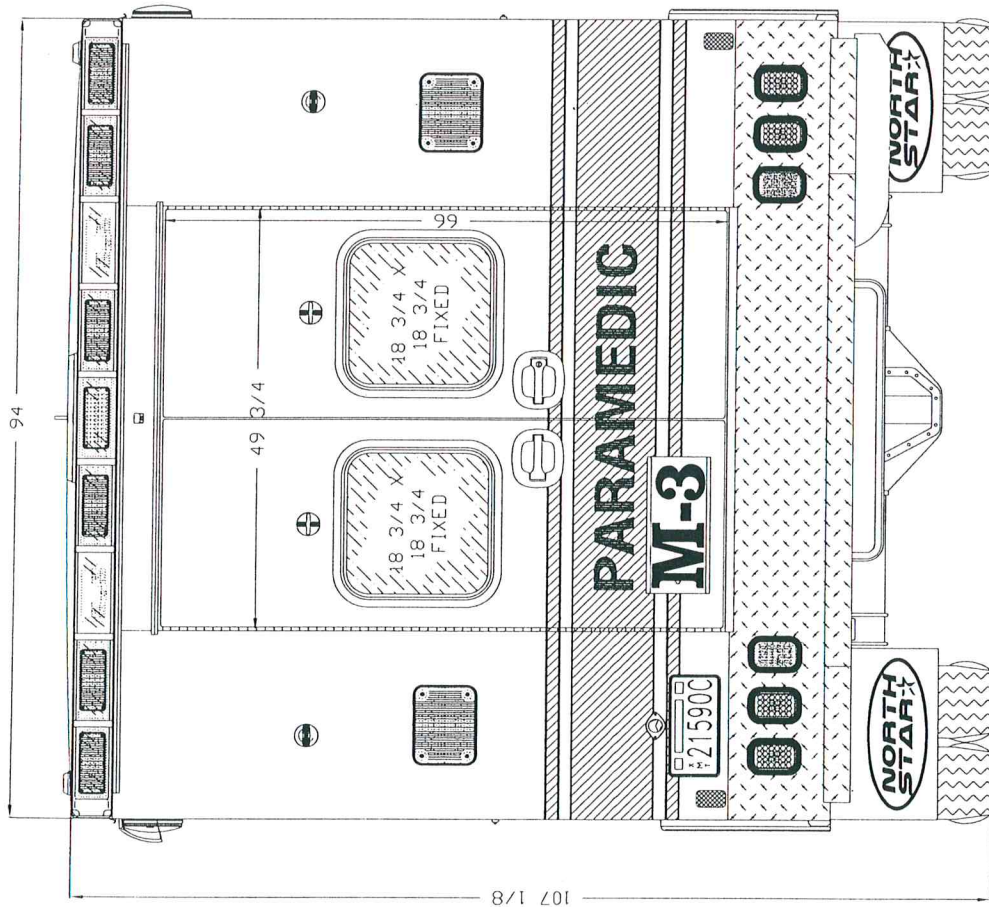
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Date	03/28/2018	Drawing By	RLL
TITLE: EXTERIOR S/S VIEW			



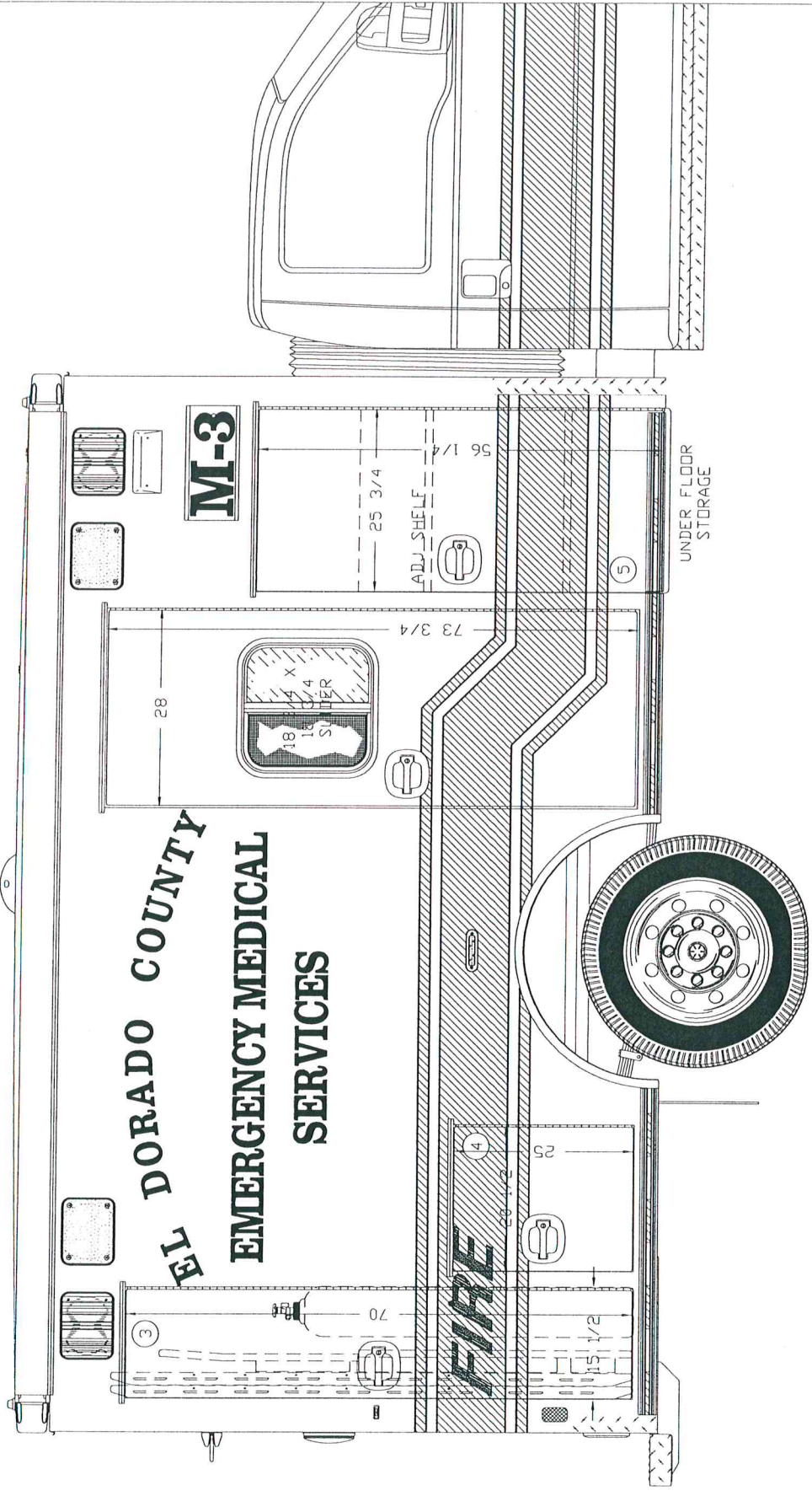
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Date	03/28/2018	Drawing By	RLL.
TITLE: EXTERIOR S/S VIEW			



Braun Northwest, Inc.

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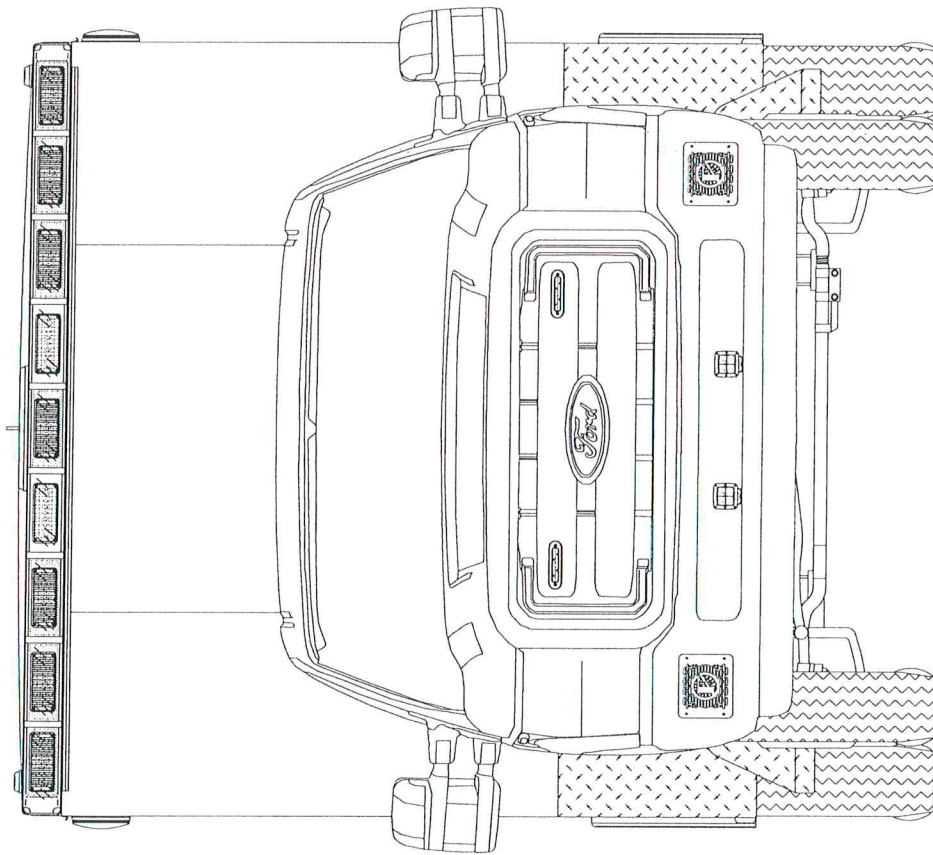
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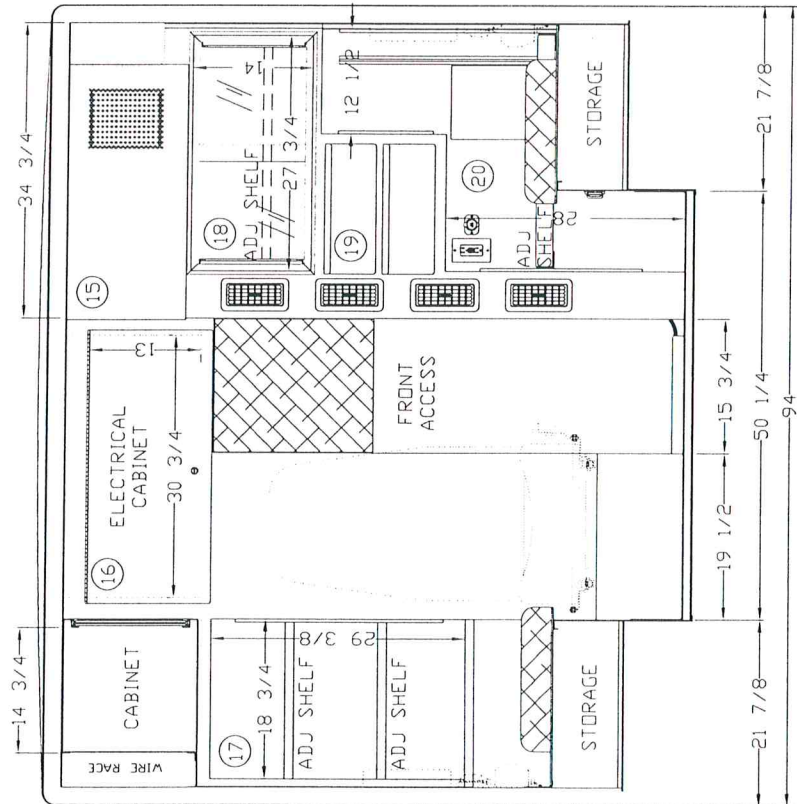
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Braun Northwest, Inc.

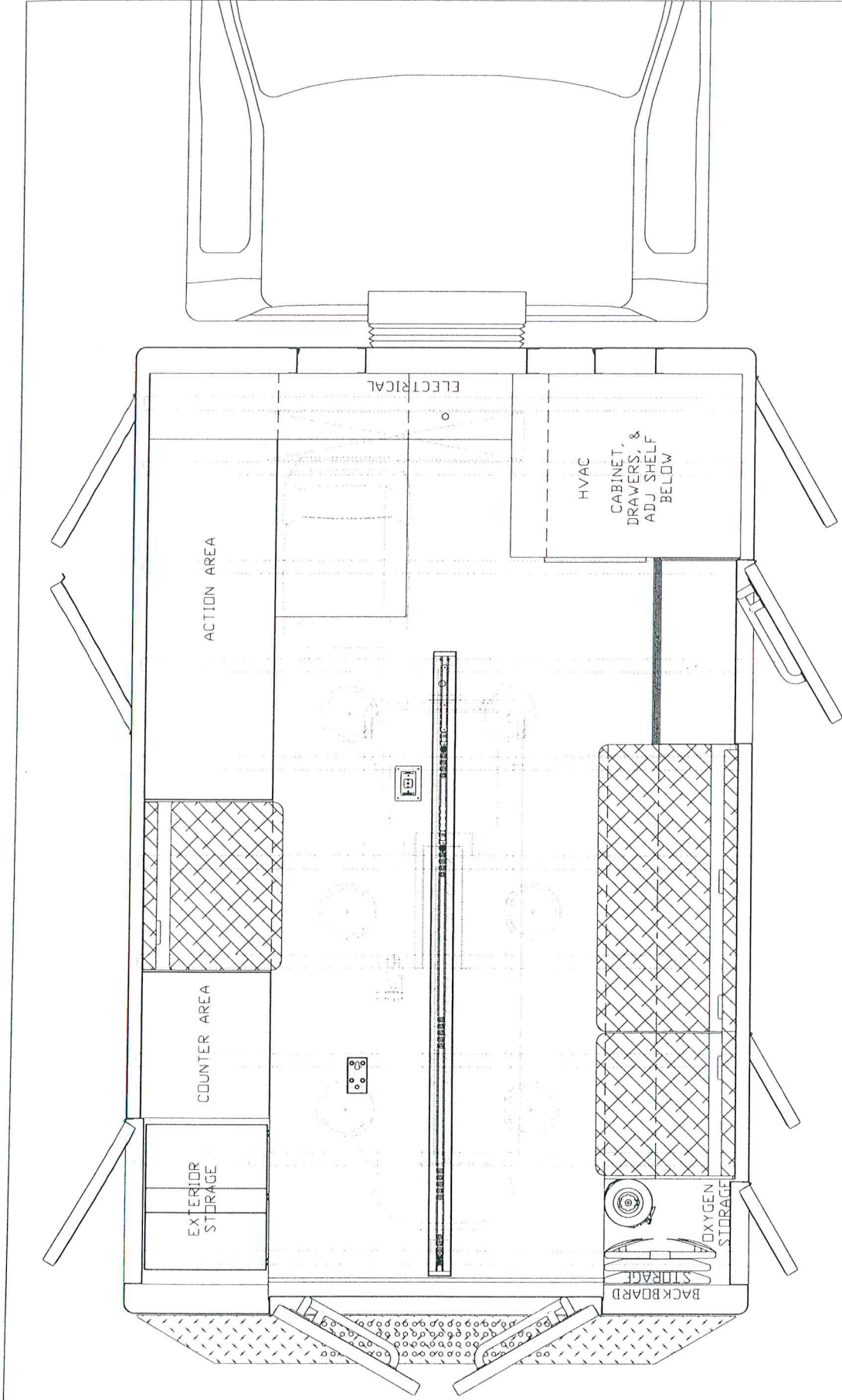
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Date	03/28/2018	Drawing By	R.L.L.

TITLE: EXTERIOR FRONT VIEW



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Braun Northwest, Inc.				
Department	SALES	Rev AS BUILT		
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Client	LAKE VALLEY			
Date	03/28/2018	Drawing By	R.L.L.	
TITLE:		INTERIOR FRONT VIEW		



Braun Northwest, Inc.

Department	SALES	Rev	AS BUILT
Dwg. Name	24039		
Client	LAKE VALLEY		
Date	03/28/2018	Drawing By	R.L.L.

TITLE: PLAN VIEW

California Tahoe Emergency Services Operations Authority

Ambulance Replacement Plan

Objectives: CTESOA realizes the challenges associated with operating in a rural environment located in the Sierras. This environment requires the ambulances be maintained and replaced regularly to insure reliability. CTESOA will maintain a minimum of 5 ambulance with access to a 6th ambulance through mutual aid.

1. Once an ambulance reaches 150,000 miles they will be rotated into a reserve status. The highest mileage reserve ambulance will be scheduled for a remount based on first out ambulance forecasted entry into reserve status. Ambulances will carry extended maintenance warranties to 200,000 miles.
2. Replace ambulance module as necessary, evaluate each unit at the end of first remount cycle, determine if module is worthy of reconditioning and remount. Module can be on three chassis over the course of its serviceable life.

Vehicle make/models and current mileages

M-1 #0445 2017 Ford F350 4x4 Type1 95167 miles

M-2 #5147 2020 Ford F350 4x4 Type 1 43857 miles

M-3 #6936 2017 Ford F350 4x4 Type1 79137 miles

M5/RSV #9845 2015 Ford F350 4x4 Type1 149815 miles

M-6 #0447 2017 Ford F350 4x4 Type1 113589 miles

M-7 #8375 2020 Ford F350 4x4 Type1 5807 miles
Maint # 8332 O.O.S sold to city of SLT

Maint #7187 Remounted on to #5147

Maint #7188 Remounted on to #8375

Maint #9845 Next Remount

**MAINTENANCE AGREEMENT BY AND BETWEEN
THE LAKE VALLEY FIRE PROTECTION DISTRICT AND
CAL TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY**

THIS AGREEMENT is made and entered into as of the 22nd day of January, 2019, by and between the **LAKE VALLEY FIRE PROTECTION DISTRICT** (hereinafter referred to as "LVFPD"), and **CALIFORNIA TAHOE EMERGENCY SERVICES OPERATIONS AUTHORITY** (hereinafter referred to as "CAL TAHOE").

RECITALS

WHEREAS, LVFPD operates ambulance maintenance facilities at 2211 Keetak Street, South Lake Tahoe (hereinafter referred to as the "REPAIR FACILITIES"); and

WHEREAS, CAL TAHOE desires to utilize LVFPD's REPAIR FACILITIES to have exclusive maintenance services performed on its emergency vehicles (hereinafter referred to as "ambulances"); and

WHEREAS, LVFPD desires to perform exclusive maintenance services on CAL TAHOE'S ambulances at the REPAIR FACILITIES.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

AGREEMENT

1. **Term of the Agreement.** This AGREEMENT shall be effective when fully executed by both parties hereto and shall expire one (1) year from the date of execution by the CAL TAHOE. This AGREEMENT may be extended for one (1) additional one-year period, if mutually agreed between the parties hereto in writing not less than thirty (30) days from the expiration date of the then current

AGREEMENT. Any changes to cost and fee guidelines will be determined by LVFPD and agreed to by CAL TAHOE at the time of renewal.

2. **Availability of Services.** LVFPD shall provide routine maintenance services on CAL TAHOE's ambulances, as established in the preventative maintenance schedule agreed to by LVFPD and CAL TAHOE. CAL TAHOE shall be responsible for ensuring that the ambulance maintenance schedule is kept. LVFPD shall maintain computerized maintenance records on all ambulances serviced. LVFPD shall perform repairs on ambulances as necessary. LVFPD reserves the right to contract out certain repairs as deemed necessary by LVFPD.

3. **Vehicles Description.** All CAL TAHOE emergency vehicles (ambulances) are to be exclusively maintained at LVFPD's REPAIR FACILITIES.

4. **Costs and Fees.** Cost for maintenance work performed by the LVFPD shall be billed at One Hundred and Fifteen Dollars (\$115.00) an hour. This hourly cost shall be pro-rated based upon fifteen (15) minute increments. All parts shall be purchased and sold to CAL TAHOE at LVFPD's cost.

5. **Payment.** Payments are due on or before thirty (30) days from the date of the invoice throughout the term of this AGREEMENT.

6. **Termination.** Either party hereto may at any time terminate this AGREEMENT upon thirty (30) days written notice to the other party of its intention. In addition to all other remedies available to the LVFPD, this AGREEMENT shall be subject to cancellation by the LVFPD should CAL TAHOE fail to pay any fees or other money payments required by this instrument and such failure not be remedied within ten (10) days following this due date.

7. **Independent Contractor.** It is understood that LVFPD and its

employees, agents, contractors and subcontractors are independent contractors and shall not act as an agent or employee of CAL TAHOE. All employees, agents, contractors or subcontractors hired or retained by LVFPD are employees, agents, contractors or subcontractors of LVFPD and not CAL TAHOE.

8. Compliance with Law. LVFPD shall abide by and be subject to any and all rules and regulations which are now, or may from time to time be, promulgated by federal, state, regional or local government, concerning management, operation or use of LVFPD's REPAIR FACILITIES.

9. Insurance. Both parties shall maintain a minimum of \$1,000,000 public liability insurance coverage, which coverage shall name the other party as additional named insured. LVFPD's insurance coverage includes "garage-keepers" insurance and shall cover liability arising out of the maintenance and repair operations set forth in this agreement. Both parties shall review the insurance coverage with their insurance representatives to verify LVFPD's coverage for the services provided herein. LVFPD shall be responsible to maintain full Workers' Compensation and Employer's Liability Insurance covering all employees performing work under the Agreement as required by law in the State of California.

10. Indemnification. To the fullest extent allowed by law, the CAL TAHOE shall defend, indemnify, and hold the LVFPD harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorney's fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, LVFPD, employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the work, repair and maintenance services provided herein by LVFPD, their agents or employees including CAL TAHOE's services,

operations, or performance hereunder, regardless of the existence or degree of fault or negligence on the part of the LVFPD, the CAL TAHOE, subcontractor(s) and employee(s) or any of these, except as expressly prescribed by statute. This duty of CAL TAHOE to indemnify and save the LVFPD harmless includes the duties to defend set forth in California Civil Code Section 2778.

11. Notices. All notices or demands provided for or which may be given by either party to the other under the terms of this AGREEMENT shall be in writing, signed by the party giving the notice or making the demand, and shall be deemed validly served or delivered upon physical delivery or upon deposit in the United States mail addressed as follows:

To LVFPD: Chief Tim Alameda
Lake Valley Fire Protection District
2211 Keetak Street
South Lake Tahoe, CA 96150
Phone: (530) 577-3737 Fax: (530) 577-3739

With a copy to: Eric Stevens
Girard & Edwards
8801 Folsom Blvd, STE 285
Sacramento, CA 95826
Phone: (916)706-1255

To CAL TAHOE: Ryan Wagoner
California Tahoe Emergency Services Operations
Authority
P.O. Box 8917
South Lake Tahoe, CA 96158
Phone: (530) 559-1183 Fax: (530) 542-6183

With a copy to: Anne L. Collins
Law Offices of Lozano and Smith
One Capitol Mall, Suite 640
Sacramento, CA 95814
Phone: (916) 329-7433 Fax: (916) 329-9050

12. Amendments. This AGREEMENT may be modified or amended

only by a written document executed by both LVFPD and CAL TAHOE and approved as to form by legal counsel.

13. Contract Administrator. The CAL TAHOE officer or employee with responsibility for administering this AGREEMENT is the Executive Director.

14. Authorized Signatures. The parties to this AGREEMENT represent that the undersigned individuals executing this AGREEMENT on their respective behalf are fully authorized to do so by law or other appropriate instrument and to bind upon said parties to the obligations set forth herein.

15. Entire Agreement. This document and the documents referred to herein or exhibits hereto are the entire AGREEMENT between the parties and they incorporate or supersede all prior written or oral AGREEMENTS or understandings.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed in their behalf.

**LAKE VALLEY
FIRE PROTECTION DISTRICT**

**CALIFORNIA TAHOE
EMERGENCY SERVICES
OPERATIONS AUTHORITY**

By: _____
Tim Alameda, Fire Chief

By: _____
Ryan Wagoner, Executive Director

APPROVED AS TO FORM:

By: _____
Eric Stevens, Counsel for LVFPD

By: _____
Ann Collins, Counsel for CAL TAHOE

APPENDIX K Contents: Ambulance Equipment & Supplies

ALS Unit Minimum Inventory

EL DORADO COUNTY EMS AGENCY

FIELD POLICIES

Effective: July 1, 2015

Reviewed: July, 2017

Revised: July 2019

Scope: ALS Personnel



EMS Agency Medical Director

ALS UNIT MINIMUM EQUIPMENT INVENTORIES

PURPOSE:

A standardized inventory control program will ensure that effective levels of ALS equipment and medications are maintained and carried on approved ALS units.

DEFINITIONS:

Minimum Equipment Inventory - A minimum inventory of equipment and medication that is required to be carried on approved Advanced Life Support (ALS) units. More equipment may be carried if deemed appropriate by an ALS contractor.

ALS Transporting Unit – Means an ALS ambulance that is capable of transporting patients.

ALS Non-Transporting Unit – Means an engine, squad, truck, or other type of response unit that is capable of providing full ALS on a full or part-time basis.

ALS Assessment Unit – Means a, squad, truck, or other type of response unit that is capable of providing limited ALS for special events.

POLICY:

- 1) The EMS Medical Director has the authority to set the minimum standard for ALS equipment and medications that are to be maintained. This standard shall meet State and local policies, protocols and regulations, and shall ensure the capability to provide an ALS level of patient care. Each ALS provider shall implement an inventory control program to ensure that all ALS units have appropriate ALS equipment and that medications are stocked to at least the minimum level inventory required.
- 2) When determining what inventory your unit(s) will carry, keep in mind the potential for multiple patients and/or multiple calls before restocking. For non-transporting and assessment units this limited inventory may necessitate restocking from the ALS transporting unit prior to transport of the patient in order for the non-transporting unit to stay "in-service".
- 3) Records of daily inventory shall be retained by the ALS contractor for a minimum of twenty-four (24) months.
- 4) **For non-transporting and assessment units:** Contractors with issues in regards to controlled substances (morphine sulfate, Fentanyl, and midazolam) may request an exception to this equipment inventory by submitting a letter to the EMS Agency Medical Director requesting that they not be required to carry morphine sulfate or midazolam. This letter must describe the reason(s) that the contractor desires to exclude these medications from their inventory. The EMS Agency Medical Director will either approve or deny the exception and will notify the contractor in writing of his or her decision.

ALS TRANSPORTING UNIT	ALS NON- TRANSPORTING UNIT	ALS ASSESSMENT UNIT	AIRWAY
2	2	2	Needle Thoracotomy Kits Consisting of: <ul style="list-style-type: none"> • 3 1/4" 10 Gauge Cath (For adults) • 2" 14 Gauge Cath (For pediatrics) • Chlorhexidine Prep/Swab
1	1	1	Needle Cricothyroidotomy Kits Consisting of: <ul style="list-style-type: none"> • ENK Flow Modulator • Reinforced 10-14 Gauge Cath (At least 2 1/2" long) • Chlorhexidine Prep/Swab • 5 mL Syringe • Normal Saline Acorn or Vial • Twill Tape
1	N/A	N/A	Main Oxygen Tank w/2 Flow Meters (Minimum oxygen level of 750 PSI)
2	2	1	Portable Oxygen Tanks (Minimum oxygen level of 500 PSI)
1	1	1	Portable Oxygen Regulator
2	N/A	N/A	Oxygen Humidifier
Opt.	Opt.	Opt.	N2O2/CPAP Adapter (Pigtail) * Optional if N2O2 not used and disposable CPAP is used.
1	1	1	Adult BVM w/Mask & O2 Supply Tubing
1	1	1	Child BVM w/Mask & O2 Supply Tubing
1	1	1	Infant BVM w/Mask & O2 Supply Tubing
2	1	Opt.	Peep Valves
6	1	1	Adult Nasal Cannulas
2	1	Opt.	Pediatric Nasal Cannulas
6	1	1	Adult Non-Rebreather Masks
2	1	1	Pedi Non-Rebreather Masks
2	1	Opt.	Infant Non-Rebreather Masks
2	1	Opt.	AeroEclipse Nebulizers
2	1	1	Nebulizers for Inhaled Meds
2*	1*	Opt.	Nebulizer Mask (*optional if non-re-breather mask can be converted to nebulizer mask)
2	1	Opt.	Nebulizer BVM Adapters

Key:

Opt. = Optional

N/A = Not applicable

* = See notes for special information

ALS TRANSPORTING UNIT	ALS NON- TRANSPORTING UNIT	ALS ASSESSMENT UNIT	AIRWAY continued	
2	1	1	Intubation Kit(s) Consisting of: <ul style="list-style-type: none"> • Oropharyngeal Airways Sizes #1 thru #6 • Nasopharyngeal Airways Sizes 20 FR – 36 FR • Cuffed Endotracheal Tubes Sizes 6.0 – 9.0 (half sizes are optional) • Endotrol Endotracheal Tubes Sizes 6.0, 7.0, and 8.0 • Adult Laryngoscope Handle (pediatric sized handle is optional) • Full Set of Disposable Laryngoscope Blades (straight and curved) • 10 mL Syringe • Stylettes (1 adult) • 2 ET Securing Devices • Magil Forceps (1 adult and 1 pediatric) • Spare Laryngoscope Batteries (1 set for each handle) • BAAM Device • 4 Water Soluble Lubricating Jelly Packets • End Tidal CO2 Detectors (1 adult and 1 pediatric) • ET Tube Introducer (ETI)/Bougie 	
Opt.	Opt.	Opt.	Video Intubation Device (Non-brand specific)	
1	1	1	Air-Q SP: <ul style="list-style-type: none"> • Air-Q SP in sizes 1.0, 1.5, 2.0, 2.5, 3.5, 4.5 • Water based lubricant 	
1	1	1	Pulse Oximeter	
1	Opt.	Opt.	Spare SPO2 Sensor	
2	Opt.	Opt.	Pedi Pulse Oximetry Sensors	
Opt.	Opt.	Opt.	Nitrous Delivery System: 1 Matrx Unit/ 1 Mask/ 5 Mouthpieces	
1*	1*	1	CPAP	

Key:

Opt. = Optional

N/A = Not applicable

* = See notes for special information

ALS TRANSPORTING UNIT	ALS NON- TRANSPORTING UNIT	ALS ASSESSMENT UNIT	SUCTION
1	NA	NA	On Board Suction Unit
1	1	Opt.	Battery Operated Portable Suction Unit
3	Opt.	Opt.	Spare Suction Canisters/Bags W/ Lids
3	1	Opt.	Suction Connecting Tubing
3	1	Opt.	Yankauer/Tonsil Tip Catheters
2	1	Opt.	#10 French Suction Catheters
2	1	Opt.	#14 French Suction Catheters
2	1	Opt.	#16 French Suction Catheters
1	1	Opt.	60 cc Syringe (Luer tapered style tip)
1	Opt.	Opt.	#14 French Salem Sump NG Tube
Opt.	Opt.	1*	Hand Held Suction Device (*Optional if battery powered suction is carried)

ALS TRANSPORTING UNIT	ALS NON- TRANSPORTING UNIT	ALS ASSESSMENT UNIT	EKG
1	Opt.	Opt.	12 Lead/ETCO2 Capable Biphasic Monitor/Defibrillator w/Pacing (Test to manufacturers specifications)
N/A	1	1	Biphasic Monitor/Defibrillator w/Pacing (Test to manufacturers specifications)
1	1	1	12 Lead Cables
2	1	1	ECG Leads (Cables)
2	1	1	Spare ECG Paper
8	2	2	Adult Electrode Sets
4	1	1	Pediatric Electrode Sets
2	2	1	Pedi Multi-Function Defibrillation/Pacing Pads
2	1	1	Spare Monitor Batteries
1	1	1	ETCO2 Set (cable and adult and pediatric adapters)

Key:

Opt. = Optional

N/A = Not applicable

* = See notes for special information

ALS TRANSPORTING UNIT	ALS NON- TRANSPORTING UNIT	ALS ASSESSMENT UNIT	IV
8	2	1	Normal Saline IV Solutions 1000 mL
2	1	Opt.	Normal Saline IV Solution 100 mL
8	2	1	IV Administration Sets (Macro-Drip)
Opt.	Opt.	Opt.	Adjustable IV drip tubing may be used in lieu of macro/micro drip tubing. If used, the inventory of all drip tubing may be reduced by 50%.
2	1	Opt.	IV Administration Sets (Micro-Drip)
5	2	2	Saline Locks
2	Opt.	Opt.	Buretrol Sets (150 mL each)
3	1	1	Normal Saline Vials or Preloaded Syringes 5-10mL
2	Opt.	Opt.	Dial-A-Flows
2	Opt.	Opt.	3 Way Valve w/Extensions
4	1	1	Blood Tube Sets
4	1	1	Vacutainer Barrels
8	2	1	Vacutainer Luer Adapters
1	1	1	Blood Glucose Meter (Calibrate weekly and upon opening a new box of test strips)
1	1	1	Box of Glucose Meter Test Strips
1	1	1	Glucose Meter Testing Solution (High and Low) Must be replaced 90 days after initial opening.
8	3	2	Lancets
10	5	3	Isopropyl Alcohol Preps
30	10	5	Chlorhexidine Preps/Swabs
2	1	1	Prep Razors
4	2	2	IV Tourniquets (Latex Free)
4	1	1	Rolls of Transpore Tape 1"
10	2	2	Sterile IV Site Covers
6	2	Opt.	14 ga. IV Catheters
6	2	1	16 ga. IV Catheters
8	2	2	18 ga. IV Catheters 1.25"
8	2	2	20 ga. IV Catheters 1.25"
4	1	1	22 ga. IV Catheters 1.25"
Opt.	Opt.	Opt.	23 ga. Butterfly Catheter

Key:

Opt. = Optional

N/A = Not applicable

* = See notes for special information

Opt.	Opt.	Opt.	25 ga. Butterfly Catheter
1	1	1*	IO Kit (Either Brand): 1 EZ-IO Bag with the Following Supplies: <ul style="list-style-type: none"> • 1 EZ-IO® Driver • 2 EZ-IO® LD Needles (Large Adult) • 2 EZ-IO® Adult Needles • 2 EZ-IO® Pediatric (N/A for ALS Non-Transporting/ Assessment Units) • 2 EZ-Connect Tubings • 1 Pressure Bag • 1 Lidocaine HCl 2%/100 mg. Pre-Load (Recommended) • 2 10 mL Normal Saline Preloaded Syringes (Recommended) • 1 EZ-IO Wristband • 4 Chlorhexidine Preps/Swabs • 2 Sterile 4x4 Dressings • 1 EZ-Stabilizer
4	1	Opt.	Twin Catheters
5	2	1	1 mL Syringes
5	2	1	3 mL Syringes
6	2	1	5 mL Syringes
8	1	1	10 mL Syringes
4	2	2*	18 ga. Transfer or Injection Needles *Assessment units may carry either 18 or 20 ga.
4	2	Opt.	20 ga. Transfer or Injection Needles
5*	2*	Opt.*	Filter Needles in Assorted Sizes (*mandatory if carrying ampules)
5	2	1	MAD Intranasal Atomizers

Key:

Opt. = Optional

N/A = Not applicable

* = See notes for special information

ALS TRANSPORTING UNIT	ALS NON- TRANSPORTING UNIT	ALS ASSESSMENT UNIT	MEDs
147 mL (5 oz)	Opt.	Opt.	Acetaminophen 160 mg/5mL (Liquid)
100 G	50 G	Opt.	Activated Charcoal (without Sorbitol)
36 mg	18 mg	6 mg	Adenocard
15 mg	5 mg	Opt.	Albuterol Sulfate
N/A	N/A	2	Albuterol HFA 108mcg/inhalation with Aerochamber Spacer (Fireline Paramedic Only)
4	2	1	Albuterol / Atrovent Mixed (DuoNeb)
1200 mg	450 mg	300 mg	Amiodarone in 150 mg Preloaded Syringes or 3 ml Vials
1 bttl	1 bttl	1 bttl	Aspirin (Chewable 80 mg.)
3 mg	2 mg	1 mg	Atropine Sulfate/1 mg. Pre-Load Syringes
16 mg	8 mg	Opt.	Atropine Sulfate/8 mg. Vial
2 G	1 G	Opt.	Calcium Chloride 10%/1 G. Pre-Load Syringes
Opt.	Opt.	Opt.	50% Dextrose/25 G. Pre-Load Syringes (FOR CODE USE ONLY)
125 G	50 G	25 G	10% Dextrose/25G (250cc NS)
100 mg	50 mg	50 mg	Diphenhydramine 50 mg Vials or Pre-load Syringes
2 bags	1 bag	Opt.	Dopamine 400 mg in 250 mL (Plus Drip Chart)
10 mg	4 mg	2 mg	Epinephrine 1:10,000 Pre-Load Syringes 1 mg/10 mL
6 mg	3 mg	3 mg	Epinephrine 1:1000 Multi-Dose 1mg Vials (may use ampules)
Opt.	Opt.	Opt.	Epinephrine Auto Injector 0.3mg
Opt.	Opt.	Opt.	Epinephrine Auto Injector 0.15mg
300 mcg	100 mcg*	100 mcg*	Fentanyl (100 mcg/2 mL Carpujets or vials) (*Optional w/ Medical Director's approval)
2 mg	1 mg	1 mg	Glucagon
120 mL (4 oz)	Opt.	Opt.	Ibuprofen 100 mg/5mL
400 mg	200 mg	100 mg	Lidocaine HCl 2%/100 mg. Pre-Load
30	15	Opt.	Lidocaine Viscous* 2%/15 mL (*Lidocaine Jelly 2% may be

Key:

Opt. = Optional

N/A = Not applicable

* = See notes for special information

ALS UNIT MINIMUM EQUIPMENT INVENTORIES

CONTINUED

ml	ml		substituted)
6 g	2 g	Opt.	Magnesium Sulfate
24 mg	8 mg*	8 mg*	Morphine Sulfate (Supplied in 4 mg Carpujets) (*Optional w/ Medical Director's approval) ONLY REQUIRED IF FENTANYL IS NOT AVAILABLE
ALS TRANSPORTING UNIT	ALS NON- TRANSPORTING UNIT	ALS ASSESSMENT UNIT	MEDs continued
8 mg	4 mg	2 mg	Narcan
Opt.	Opt.	Opt.	Narcan prefilled single dose nasal spray 4mg/0.1mL
1	1	1	Neosynephrine Spray (up to a 1% solution)
1 bttl	1 bttl	1 bttl	Nitroglycerine 1/150 SL Spray or Tablets
3 G	1 G	Opt.	NTG Paste 2% (30g tube or 1g packets)
Opt.	Opt.	Opt.	Nitronox (*at least one completely full)
48 mg	16 mg	Opt.	Ondansetron Oral Dissolving Tablets (4 mg or 8 mg each)
48 mg	16 mg	8 mg	Ondansetron Vials or Pre-load Syringes 4 mg/2 mL
30 G	15 G	15 G	Oral Glucose 15 g
150 mEq	100 mEq	Opt.	Sodium Bicarbonate/50 mEq. Pre-Load Syringes
15 mg	10 mg*	5 mg*	Versed (5 mg/mL concentration) (*Optional w/ Medical Director's approval)

ALS TRANSPORTING UNIT	ALS NON- TRANSPORTING UNIT	ALS ASSESSMENT UNIT	INFECTION CONTROL
1*	1*	1*	Hepa (P100) Masks. N95 mask may also be carried, but a minimum of one P100 mask *PER EMT-P is required for high level procedures such as intubation
2	1	1	Disposable Gowns
1	1	1	Hand Cleaner Bottle/ Wipes
2		1	Sharps Containers
1	1	1	Protective Eye Glasses Per Paramedic
Opt.	Opt.	Opt.	Spit Sock Hood
1	Opt.	Opt.	Disinfectant Spray
5	2	2	Large Bio-Hazard Bags
2 sets	Opt.	Opt.	Non-Latex Sterile gloves (XL, L, M) Non-Latex gloves only

Key:

Opt. = Optional

N/A = Not applicable

* = See notes for special information

1	1	1	Non-Latex Protective Gloves (*1 box sized for each crewmember) Non-Latex gloves only
2	2	2	Emesis Bag/Basin
1	Opt.	Opt.	Post Exposure Kit, containing: 2 Red Top and 1 Purple Top Blood Tube(s), and set of instructions

ALS TRANSPORTING UNIT	ALS NON- TRANSPORTING UNIT	ALS ASSESSMENT UNIT	TRAUMA
10	5	5	Sterile 4x4 Dressings
4" stack	Opt.	Opt.	Non-Sterile 4x4 Dressings
5	2	2	Roller Gauze 4.5"
5	2	2	Combine Dressings 5" x 9"
2	1	1	Multi Trauma Dressings
2	2	1	Petroleum Gauze
2	5	5	Adhesive Bandages
6	2	2	QuickClot® Combat Gauze™ Z-Fold Dressing or QuickClot® 1 st Response™ 5" clotting sponge dressing pack
2	1	1	Israeli/Pressure Bandage 4" (without mobile pad)
1 box	1	1	Triangular Bandages
1	1*	1*	Burn Kit consisting of: <ul style="list-style-type: none"> *Face Mask *2 - Sheets *2 - 15"x20" Dressings 2 - 12"x15" Dressings 2 - 12"x12" Dressings *Only items with an asterisk are required on non-transporting and assessment units.
2	1	1	1000 mL Sterile Irrigation Solution
4	1	1	2" Cloth Tape Rolls
2	1	1	Elastic Bandages
2	1	1	Trauma Shears
2	1	1	Tourniquet (recommended C-A-T 7 th gen)
4	2	1	Hot Packs
8	2	1	Cold Packs
2	1	1	Backboards
1	Opt.	Opt.	Scoop Stretcher
6	3	1	X-Collar (or equivalent)
1	1	1	Infant Cervical Collars
2	1	1	Head Immobilizer Sets
2	1	1	Backboard Straps
1	Opt.	Opt.	KED
2	Opt.	1	Sam Splints
2	2	Opt.	Cardboard Arm Splints
2	2	Opt.	Cardboard Leg Splints

Key:

Opt. = Optional

N/A = Not applicable

* = See notes for special information

ALS UNIT MINIMUM EQUIPMENT INVENTORIES

CONTINUED

1	1	1	Adult Traction Splint (Sager, Hare, or Kendrick)
1	1	Opt.	Pediatric Traction Splint (Kendrick Traction Device)
1	Opt.	Opt.	Pediatric Immobilizer
Opt.*	Opt.	Opt.	Pelvic Immobilization Device (T-Pod or SAM Sling) * Required if no linen sheet.
Opt.	Opt.	Opt.	Full or Half Body Vacuum Splint

ALS TRANSPORTING UNIT	ALS NON-TRANSPORTING UNIT	ALS ASSESSMENT UNIT	MISCELLANEOUS
1	1	1	OB Kit
1	1	1	Penlight
2	NA	NA	Blankets
6	NA	NA	Sheets
1	NA	NA	Pillow
4	NA	NA	Pillow Cases
Opt.	NA	NA	Rain Cover
2	2	Opt.	Emergency/CHP Blankets
1	NA	NA	Bedpan
1	NA	NA	Urinal
2	NA	NA	Soft Restraint Sets
1	NA	NA	Hard Leather or Other Hard Padded Restraint Set
1	NA	NA	Med Net Radio
Opt.	Opt.	Opt.	Stuffed Animal
1	1	1	MCI Triage Kit Consisting of: MEDIC UNIT <ul style="list-style-type: none"> 1- Triage Ribbon Dispenser 1- 8 Person Go Kit ENGINE <ul style="list-style-type: none"> 1- Triage Ribbon Dispenser
Opt.	Opt.	Opt.	Clipboard
1*	1*	1*	Patient Care Protocols
5*	3*	2*	PCR Forms
2*	2*	1*	PCR Continuation Forms
5	3	1	Notice of Privacy Rights (HIPAA) Forms
1	1	1	Weight Based Resuscitation tool
1	1	1	Ring Cutter
1	N/A	N/A	Child Car Seat/Restraint System
Opt.	Opt.	Opt.	Automatic CPR Device (Lucas or AutoPulse)
2	1	1	Nose clips for epistaxis
1	1	1	Thermometer- Temporal or Tympanic
1	1	1	Mobile EPCR Platform

Key:

Opt. = Optional

N/A = Not applicable

* = See notes for special information

APPENDIX L Contents

Continuous Quality Improvement Plan 2021



**Cal
Tahoe
Emergency
Services
Operations
Authority**

CAL TAHOE JPA CQI PLAN 2021

CTESOA Mission Statement:

The mission of CTESOA is to work collaboratively with fire districts, hospitals, air ambulance services and other stakeholders to ensure high quality services.

Purpose:

To implement a consistent Continuous Quality Improvement (CQI) program with a focus on improving emergency medical services as an EMS provider in El Dorado County. CQI is a mandatory, peer driven process that is intended to function cohesively with other EMS providers and the base hospital within our EMS system. CTESOA CQI program shall comply with CA State law and regulations. The goal is to identify issues, trends and training needs to ultimately improve the system collectively.

AUTHORITY: California Code of Regulations TITLE 22 Soc Sec Division 9, Pre-Hospital Services EMS Chapter 12, section 100402 EMS Service Provider Responsibilities, 100404 Local EMS Agency

Positions:

Continuous Quality Improvement Coordinator (CQIC)- CTESOA shall designate a CQI Coordinator that will be a paramedic. The CQI Coordinator should be a paramedic who has extensive knowledge and experience in El Dorado County and understands the CQI responsibilities. The CQI Coordinator shall oversee all general CQI processes including collection, identification of performance problems, performance improvement and overall system improvement. The CQI Coordinator shall attend and represent CTESOA at all monthly El Dorado County EMS CQI Committee meetings. The CQI Coordinator shall report any issues or findings to the Committee for overall review. The CQIC may also choose to designate an "Assistant" or "Alternate" to assist and fill in where needed.

EMT/PARAMEDIC- All CTESOA Paramedics and EMTs are mandated participants in the CQI program.

Each individual shall participate in appropriate PCR review as outlined here within. In addition to PCR review, all participants shall communicate incidents of concern or commendation to CTESOA Management and the CQIC.

ALLIED AGENCIES- All allied agencies and/or their personnel are encouraged to provide feedback for improvement, or commendation. For appropriate situations, the information shall be forwarded to the CQI representative to review, and take appropriate action as outlined in this policy. Potential or questionable violations of the Health and Safety Code, Section 1798.200, shall be reported directly to CTESOA Management and the CQIC and the El Dorado County EMS Agency.

POLICY: CTESOA requires all personnel to provide excellent customer service at all times. All PCRs containing Skills, Field Procedures, and Treatments that meet “CQI criteria” shall be reviewed and evaluated. Completed PCRS shall be posted and marked as finished prior to going off shift. A copy of any calls with concerns or code 3 returns shall be placed in CQI Folder for prompt review by CTESOA Management and the CQIC. Reviewed CQI should be separated from unreviewed CQI. This task shall be performed only at the station, and only on CTESOA provided equipment, by all Paramedics and EMTs in accordance with the procedure as follows.

PROCEDURE: CTESOA paramedics and EMTs shall create a CQI copy of each PCR that caused a concern and all code 3 returns. All patient names and demographic information shall be redacted to maintain confidentiality. Review of Patient Care Reports (PCR's) for CQI purposes shall be performed by the CQIC.

If a CQI issue or performance problem is identified, it shall be brought to the attention of the CQIC who then forwards the issue to CTESOA Management. These issues will be handled by CTESOA Management using the CQI Performance Improvement Plan (PIP), described below. Identification of potential CQI concerns should be classified into one of three categories;

“HUMAN ERROR” – Inadvertent action. Examples: Documentation errors, Assessment Errors, Treatment Errors or Omissions occurring in low frequency.

“AT RISK BEHAVIOR” – To do something in a way that unintentionally can impose a chance for harm to occur. Assessment Errors or, Treatment Errors.

“RECKLESS BEHAVIOR” – Choosing an action that knowingly puts themselves or others in harm's way. The risk is identified but ignored.

A Personal Improvement Plan (PIP) shall result in cases deemed reckless behavior or at the discretion of CTESOA Management and the CQIC. It is the intent that CQI review is to be used for improvement of the overall EMS system and not solely for individual disciplinary issues.

The CQIC shall review all high-profile calls forwarded to him or her. The CQIC shall provide any feedback or educational recommendation to the involved individuals and the CQI Committee as necessary.

a) All such events should be placed on an El Dorado County Emergency Medical Services Authority (EMSA) Event Report Form. Once the CQI representative has reviewed the report with the individual(s) and with the CQI committee as appropriate, the report shall be placed in a secure CQI folder for no less than one year. After one year the report shall be destroyed. All CQI event reports shall be kept confidential between the individual(s) and the CQI representative. For purposes of review by the CQI committee, all patient names and demographic information shall be redacted to maintain confidentiality.

b) The CQIC shall monitor all event reports and identify any problems or trends. CTESOA Management

and the CQIC shall develop and oversee any educational programs including Personal Improvement Plans (PIP) that will enhance or improve individual or system performance.

- c) The CQI Coordinator shall monitor compliance with the provisions of the PIP. Noncompliance with the provisions of the PIP, for any reason, by the employee, shall be considered a job performance issue outside the scope of the CQI policy. The CQIC shall notify CTESOA Management through the chain of command of any noncompliance issues.

PERSONAL IMPROVEMENT PLAN (PIP)- A Personal Improvement Plan is an individualized educational plan designed on a case by case basis, to improve an individual's deficiencies or trends that have come to light from the CQI process. The PIP shall be drafted by CTESOA Management the CQIC in coordination with a Field Training Officer and the individual involved. The PIP shall be approved by the Executive Director prior to implementation. This team may request assistance from the EMSA, and the El Dorado County Medical Director as appropriate. The Executive Director will oversee the completion of the PIP.

The purpose of any PIP shall be to educate and assist the individual Paramedic or EMT to improve that individual's performance. A PIP is intended to be confidential between the Executive Director, CQIC the FTO, and the individual involved. Any person being assigned a PIP shall participate and complete then PIP within the time allotted. The educational objectives and time frame of the PIP will vary, as these are specific to the needs of the individual. If the individual willfully does not participate, is unable to complete, or fails to complete the PIP, the matter shall be handled by CTESOA Management and the CQIC and forwarded to the Executive Director. HIPPA protects all information within the PIP that identifies specific patient information. The PIP will not be designed as a disciplinary tool, but an educational tool. The PIP's use in any disciplinary process will be triggered only by noncompliance with the CQI process of performance improvement as demonstrated by the individual, recognized by the CQIC Representative, FTO, CTESOA Management or the Executive Director.

CQI

The following items identify PCR's that meet CQI criteria and should be placed in the station CQI buckets through ImageTrend. CQI shall be completed on a month-to-month basis and turned in no later than the 5th of the following month. (Example- August CQI completed and turned in by September 5th)

1. Chart Review:

a. Call Types

- i. Code 3 returns
- ii. MCIs
- iii. Air Ambulance
- iv. STEMIs
- v. Strokes
- vi. Pediatric
- vii. Trauma Criteria
- viii. EMT Calls

2. Continuous Quality Improvement Coordinator (CQIC) Review

- a. The CQIC is to review all reports in the CQI folder and should identify reports that should be brought forward
- b. These reports are eligible to be discussed at:
 - i. El Dorado County EMS CQI meetings
 - ii. Local agency CQI meetings
 - iii. Base Stations

Action to Improve

When issues are identified, they are noted on the CQI form, then sent to the CQIC for him or her to determine the next appropriate course of action.

1. Areas for improvement
 - a. If the issue is a minor concern, the information is brought to the attention of the author of PCR with possible changes needed.
 - b. A minor concern may be spelling, grammar, improper use of abbreviations. Generally, issues isolated to documentation.
2. Areas of concern
 - a. If “Human Error” issues are identified such as a medication or treatment error, or other issue of concern, an email is to be sent to the originating Paramedic or EMT with CTESOA Management cc’d. Remediation of Paramedic or EMT when necessary.
 - b. The operations manager and the CQIC is responsible for following up with that Paramedic or EMT to understand the reason for the occurrence.
 - c. Areas of concern are broader and will include minor treatment, patient care or medication issues.
3. Significant Areas of Concern
 - a. “At Risk Behavior” or Reckless Behavior” errors should be sent in an email to CTESOA Management.
 - b. PIP and incident report are to be filed.

Education and Training

Ongoing trainings are to be performed to be able to continue to provide high quality care to all patients. Many resources used to accomplish trainings such as a few described below.

- Target Solutions.
- Reviewing CQI Buckets
- In house trainings
- Other local EMS agencies

APPENDIX M Contents: EVOC Training

Emergency Vehicle Driver Training Test

EVOC Training Activity



5. The result of a collision between an emergency vehicle and another vehicle may result in which of the following:

- a. injury or death to emergency personnel
- b. loss of equipment
- c. injury or death to members of the public
- d. all of the above

6. True or False_____: The effects of a collision between an emergency vehicle and a civilian vehicle affect only those drivers.

7. True or False_____: Vehicle maintenance has no bearing on the safety of emergency response

8. True or False_____: Lights and sirens demand the right-of-way.

9. True or False_____: Any Emergency service organization member can be an emergency response driver.

10. True or False_____: Legal implications concerning emergency vehicle collisions are solely the problem of the organization's officers.

1A - Driver/Operator Required Activities

Activity 3-3-1: Alley Dock

Alley Dock

Activity 3-3-1

Format: Individual

Time Frame: Open (based on a total of 16:00 hours for skills practice and completion)

Description

This activity provides students with an opportunity to measure a driver/operator's ability to drive past a simulated dock or stall, back the apparatus into the space provided, and stop smoothly.

Materials

- Fire apparatus
- Tape measure
- Traffic cones
- Delineators
- Extra traffic cones and delineators available

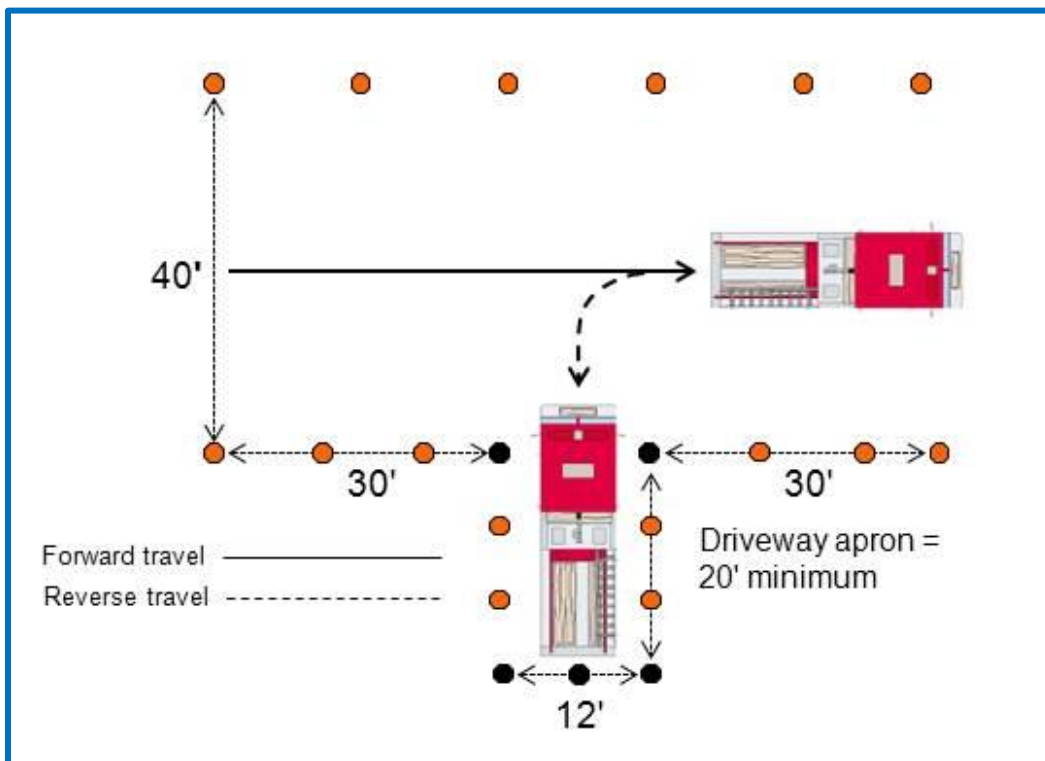
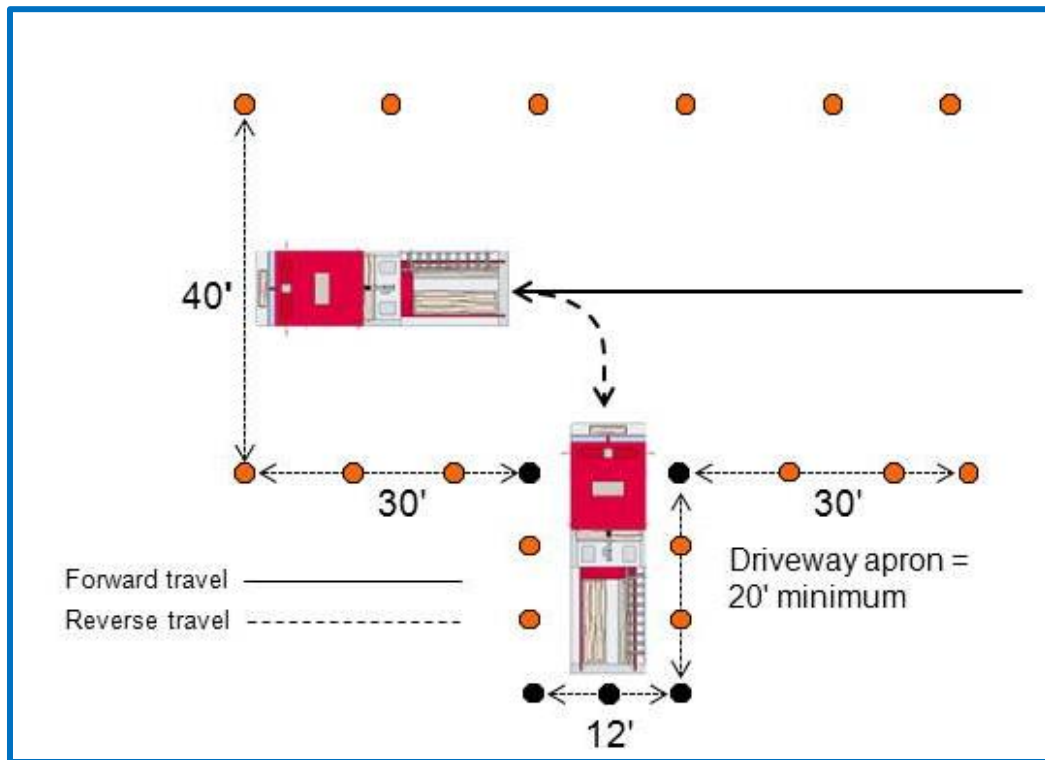
Instructions

1. Establish two boundary lines 40 feet apart and approximately 72 feet long using traffic cones.
2. Simulate a stall by arranging five (5) delineators off one boundary line, 12 feet apart, and approximately 20 feet long.
3. For larger apparatus, course measurements will need to be modified.
4. Place traffic cones on each side of the stall between the delineators.
5. The driver/operator passes the delineators with the stall on the left and then backs the apparatus, using a left turn, into the stall.
6. Repeat the exercise with the stall on the right side, using a right turn.

1A - Driver/Operator Required Activities

Activity 3-3-1: Alley Dock

Activity Illustrations



Driver/Operator

Activity 3-3-2: Station Parking

Station Parking

Skill 3-3-2

Format: Individual

Time Frame: Open (based on a total of 16:00 hours for skills practice and completion)

Description

This exercise measures the driver/operator's ability to back the apparatus into an apparatus bay.

Materials

- Fire apparatus
- Tape measure
- Traffic cones
- Delineators
- Left front tire marker
- Optional straight line marker
- Extra traffic cones and delineators available

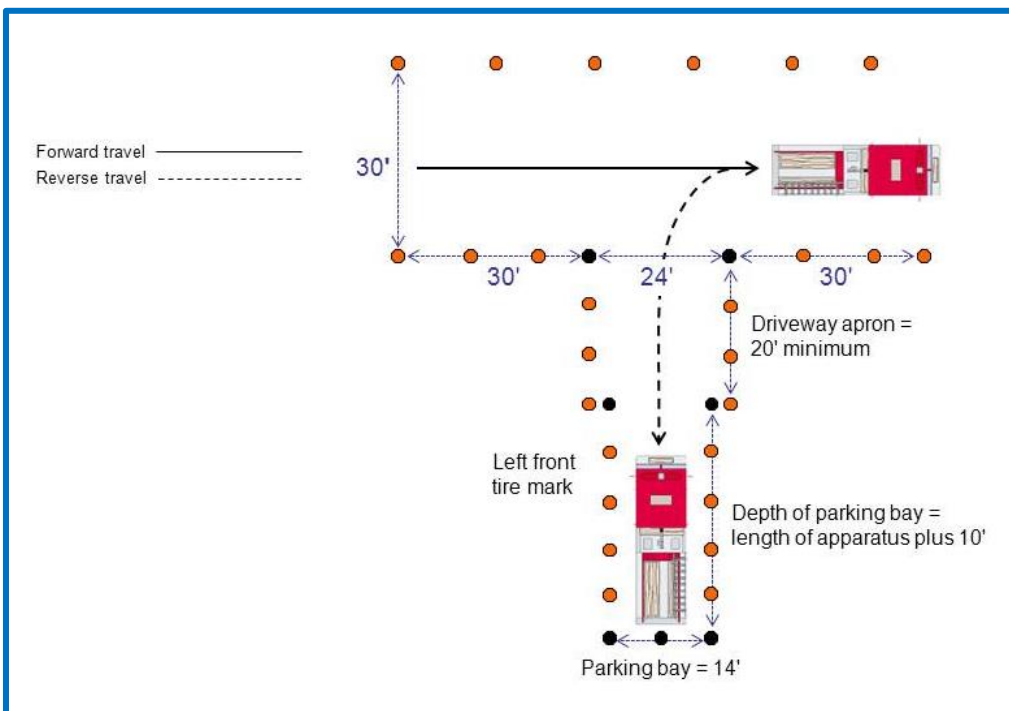
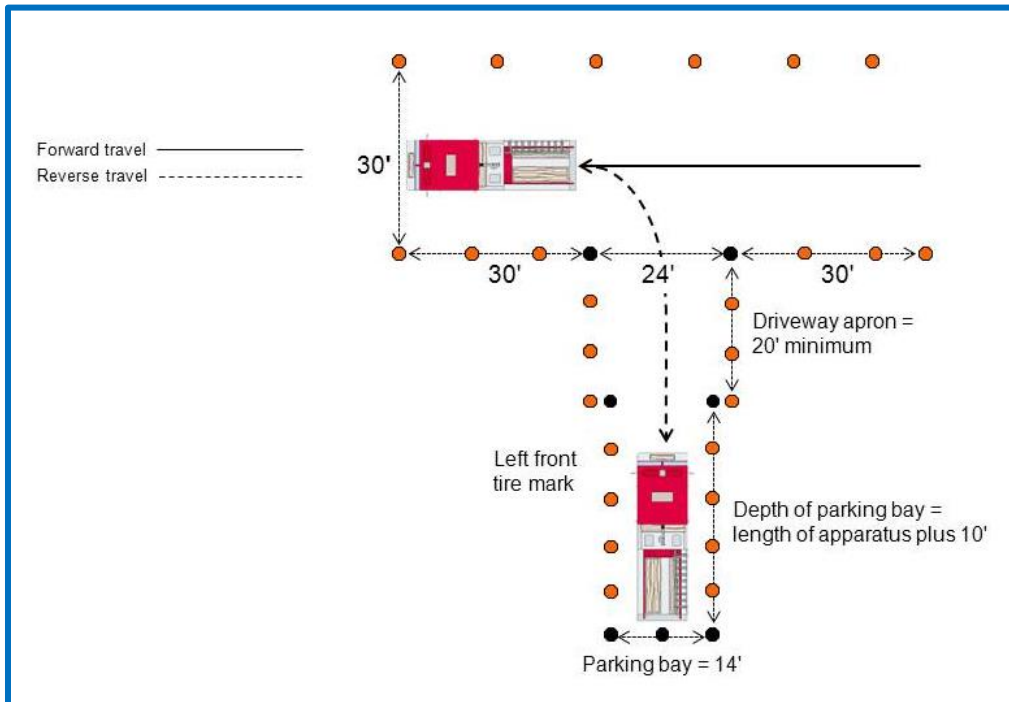
Instructions

1. Establish two boundary lines 30 feet apart using traffic cones to simulate a street.
2. Simulate a driveway apron by arranging four (4) delineators off one boundary line, 24 feet wide, and a minimum of 20 feet long.
 - The instructor can increase the setback from the street based on the representative needs of the area.
3. Place traffic cones on each side of the driveway apron between the delineators.
4. Simulate the entrance to the apparatus bay by placing two (2) delineators 12 feet apart.
5. Place three (3) delineators at the back of the apparatus bay. This depth is determined by the length of the apparatus plus 10 feet.
6. Place traffic cones on each side of the apparatus bay between the delineators.
7. Place a marker on the ground to indicate to the driver/operator the proper position of the left front tire of the apparatus once stopped and parked.
8. An optional straight line can be placed on the floor of the apparatus bay to assist the driver/operator while backing the apparatus, facilitating the use of apparatus mirrors.
9. The driver/operator passes the delineators identifying the driveway apron on the left and then backs the apparatus, using a left turn, into the apparatus bay.
10. Repeat the exercise with the driveway apron on the right side, using a right turn.

Driver/Operator

Activity 3-3-2: Station Parking

Activity Illustrations



Driver/Operator

Activity 3-4-1: Serpentine

Serpentine

Skill 3-4-1

Format: Individual

Time Frame: Open (based on a total of 16:00 hours for skills practice and completion)

Description

This exercise measures a driver/operator's ability to steer the apparatus both forward and backward in close limits without stopping.

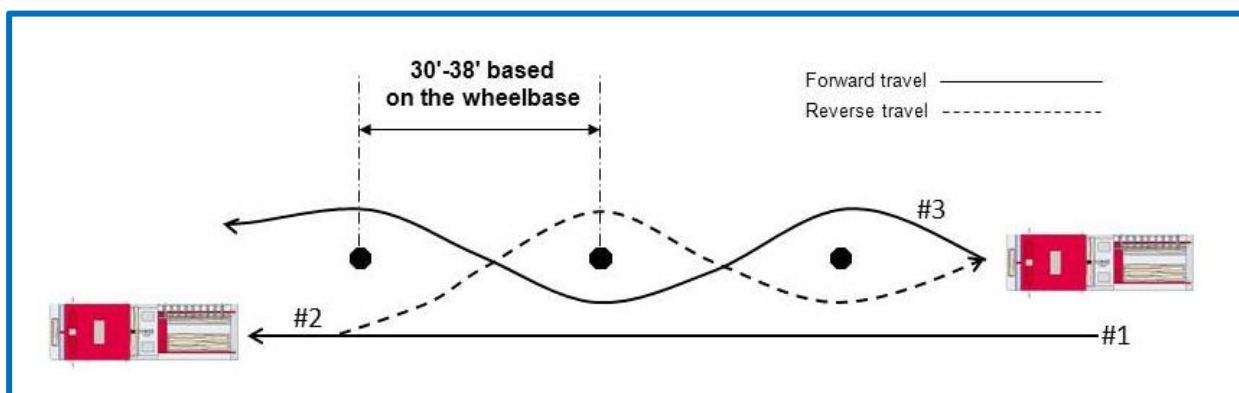
Materials

- Fire apparatus
- Tape measure
- Three (3) delineators

Instructions

1. Establish the course or path of travel for this exercise by placing a minimum of three delineators in a straight line.
 - The spacing of the delineators is based on double the wheelbase of the apparatus being used.
2. Provide adequate space on each side of the delineators for the apparatus to move freely.
3. The driver/operator drives the apparatus along the left side of the markers in a straight line and stops just beyond the last delineator.
4. The driver/operator then begins the exercise by backing the apparatus between the delineators by passing to the left of delineator #1, to the right of delineator #2, and to the left of delineator #3.
5. At this point, the driver stops the apparatus and then drives it forward between the delineators by passing to the right of delineator #3, to the left of delineator #2, and to the right of delineator #1.

Activity Illustration



Driver/Operator

Activity 3-5-1: Confined Space Turnaround

Confined Space Turnaround

Skill 3-5-1

Format: Individual

Time Frame: Open (based on a total of 16:00 hours for skills practice and completion)

Description

This exercise measures the driver/operator's ability to turn the apparatus around in a confined space without striking obstacles.

Materials

- Fire apparatus
- Tape measure
- Traffic cones or paint
- Two (2) delineators

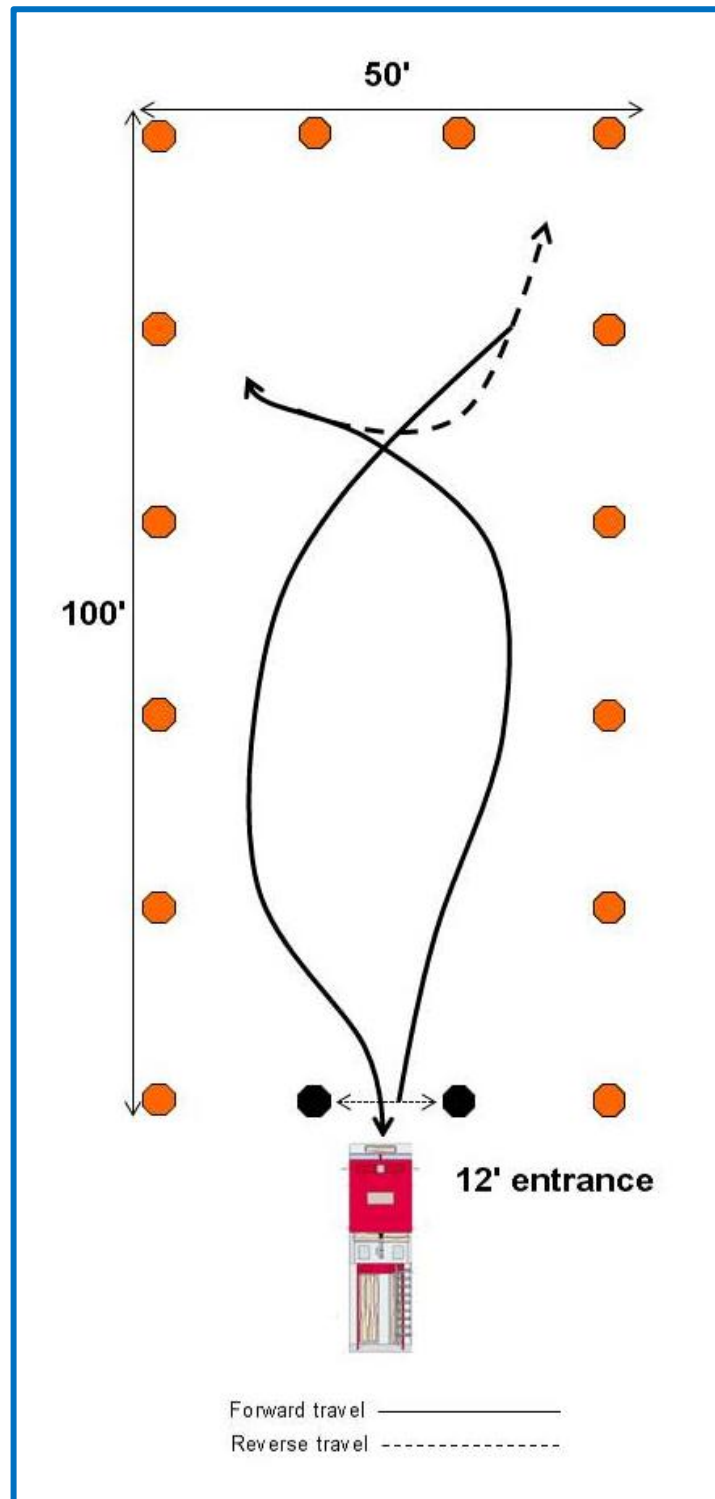
Instructions

1. Establish an area 50 feet × 100 feet by painting lines on the ground or using traffic cones.
2. For larger apparatus, course measurements will need to be modified.
3. Establish an opening by placing two (2) delineators 12 feet apart in the center of one of the 50-foot legs.
4. The driver/operator drives into the area through the 12-foot opening, turns the apparatus 180 degrees, and returns through the opening.
5. There is no limit on the number of times the driver/operator maneuvers the apparatus to accomplish this exercise. However, no portion of the apparatus should extend over the boundary lines of the space.

Driver/Operator

Activity 3-5-1: Confined Space Turnaround

Activity Illustration



Driver/Operator

Activity 3-6-1: Diminishing Clearance

Diminishing Clearance Exercise

Activity 3-6-1

Format: Individual

Time Frame: Open (based on a total of 16:00 hours for skills practice and completion)

Description

This exercise measures a driver/operator's ability to steer the apparatus in a straight line, judge distances both horizontal and vertical, and stop at a finish line. The driver/operator's speed should be great enough to necessitate quick judgment.

Materials

- Fire apparatus
- Tape measure
- Traffic cones
- Four (4) delineators
- Vertical obstacle

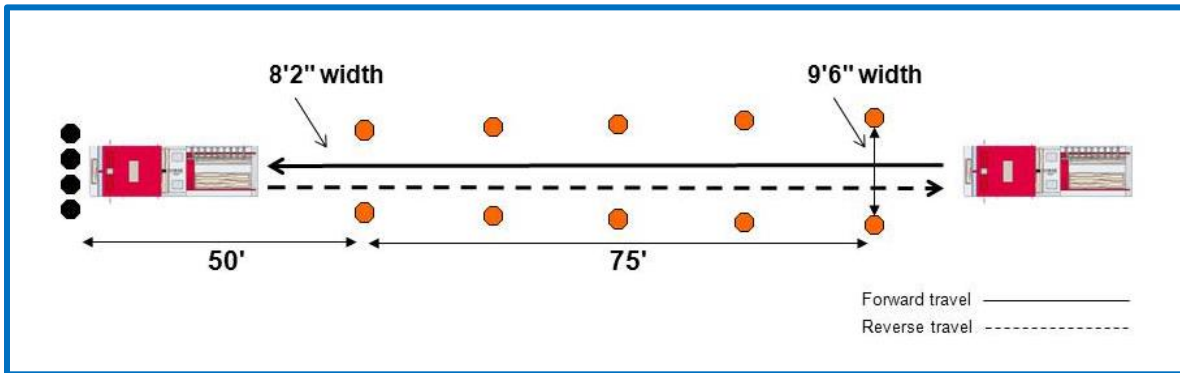
Instructions

1. Establish a 75-foot lane using traffic cones.
2. The lane varies in width from 9'6" to a diminishing clearance that is 2" greater than the outside dimension of the tires on the apparatus being used.
3. Establish a finish line at the end of the lane that is 20 feet longer than the apparatus using traffic cones and at least one (1) delineator.
4. Establish at least one (1) adjustable vertical obstacle in the lane.
5. The driver/operator maneuvers the apparatus through this lane without touching the traffic cones or the vertical obstacle.
 - If the driver/operator determines the apparatus cannot clear the vertical obstacle, he or she should stop the apparatus.
6. The driver/operator stops the apparatus at the finish line with no portion of the apparatus protruding beyond the finish line.
7. The driver/operator drives back through the lane without touching the traffic cones or the vertical obstacle.
 - If the driver/operator determines the apparatus cannot clear the vertical obstacle, he or she should stop the apparatus.
8. The driver/operator stops after the front of the apparatus passes the last traffic cone.

Driver/Operator

Activity 3-6-1: Diminishing Clearance

Activity Illustration



APPENDIX N Contents: SSMP & Mutual Aid Agreements

System Status Management Plan (SSMP) for Cal Tahoe JPA (CTESOA)

Fallen Leaf Lake Fire Department (FLLFD) Mutual Aid Agreement

Lake Tahoe Regional Fire Chiefs Association (LTRFCA) Mutual Aid Agreement

Lake Valley Fire Protection District and OES Mutual Aid Agreement

Cal Tahoe Emergency Services Operations Authority
System Status Management Plan Update for 2021

Policy

I. Policy:

Cal Tahoe will continually make improvements to our System Status Management Plan for enhanced delivery of high quality, advanced life support services, and to address increases or decreases in service volumes.

II. Purpose:

The EMS System Status Management Plan was created to facilitate communication and coordination between varying agencies and disciplines, identify roles and responsibilities of each contributing agency, and provide guidance on medic unit operations that will achieve superior performance through timely and effective deployments in accordance with the performance requirements identified in the Contract for Prehospital Advanced Life Support, Ambulance and Dispatch Services, between the County and the California Tahoe Emergency Services Operations Authority (CONTRACT).

III. Definitions:

Advanced Life Support (ALS): means special services designed to provide definitive prehospital 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 emergency medical services 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 or as otherwise defined by the U.S. Department of Health and Human Services, Federal Health Care Finance Administration, and Health and Safety Code § 1797.52..

Arrival at the Scene means the moment an ambulance crew notifies the Dispatch Center that it is fully physically stopped (wheels stopped) at the location where the ambulance or medical transportation vehicle shall be parked while the crew exits to approach the patient. In situations where the ambulance has responded to a location other than the scene (e.g., pickup point or staging areas for hazardous scenes), arrival “at scene” shall be the time the ambulance or medical transportation vehicle arrives at the pickup point or designated staging location (wheels stopped). The County EMS Agency Medical Director may require Operations Contractor to log time “at patient” for medical research purposes. However, during the term of this Agreement, “at patient” time intervals shall not be considered part of the contractually stipulated response time. Contract: means the current, fully executed contract between County of El Dorado and Cal Tahoe for prehospital advanced life support, ambulance and dispatch services.

Emergency Medical Services Agency (EMSA): means the administrative agency designated through the Chief Administrative Office by the County of El Dorado Board of Supervisors pursuant to Health and Safety Code, Section 1797.200.

Geographic Service Area (GSA): A specific area within Cal Tahoe Response Area where medic units are assigned to provide ambulance service.

Joint Power Authority (JPA) Response Area: Those areas within the County of El Dorado where direct responsibility for ambulance service is defined by the CONTRACT.

Move-up: A term used to denote the strategic movement of a medic unit to a specific location, and/or GSA for continued service and required response time capability.

Peak Demand: The required number of medic units needed for a given period of time to meet call demands 90% of the time. Peak demand is based on the time standard of one hour from the moment of dispatch, through service delivery to the point the time the medic unit is once again available for service in its geographic service area (GSA). Rural systems will have larger GSA's and with that more medic units are needed to meet Peak Demands.

Response Time: means the time interval from the Time of Dispatch to Arrival at Scene, as these terms are identified herein.

System Status Management: The art and science of matching the production capacity of the EMS system to the ever changing patterns of demand placed on the system.

System Status Plan: An algorithm for the online management of system deployment and re-deployment of medic units.

Unit Hour means a fully staffed and equipped ambulance available for or involved in emergency medical response for one hour.

Unit Hour Utilization Ratio (UHUR): means a measure of system productivity that is calculated by dividing the number of transports by the number of unit hours produced during any specific period of time. For example, if a system operates one unit for 24 hours and transports 12 patients in that period, its unit hour utilization ratio would be 0.50.

IV. Resources:

A. Cal Tahoe resources consist of approximately 37 licensed paramedics, public safety-medical Communication Operators, a Dispatch Center, and 6 fully equipped Advanced Life Support medic units.

B. Serving our region, air ambulance helicopter service is provided by CALSTAR and CARE FLIGHT. The California Highway Patrol staffs one rescue helicopter with hoist capability.

V. Training and Apparatus Maintenance:

An effective and efficient system begins with highly trained and experienced personnel who are equipped with well-maintained and reliable vehicles and equipment. Cal Tahoe is dedicated to providing a robust training program that expands the knowledge, experience and skills of its employees. Vehicles and equipment shall be regularly inspected and maintained for optimal performance and reliability. Maintenance procedures are outlined in member agency policy.

VI. Medic Unit Staffing Requirements:

- A. An Advanced Life Support Medic Unit shall consist of two (2) medical personnel in the following two configurations:
1. Two (2) state licensed and locally accredited paramedics, and/or
 2. One (1) state licensed and locally accredited paramedic, and one (1) certified and locally accredited EMT-1.

A critical care transport ambulance shall consist of one (1) EMT-1 and one (1) specially trained and authorized paramedic or additional personnel as defined in the CONTRACT. Each ambulance shall be equipped with appropriate medical equipment and supplies that may be provided by the CCT staff or provider.

VII. Geographical Service Area (GSA):

The Cal Tahoe GSA consists of El Dorado County CSA No. 3 and portions of Alpine County, specifically identified on maps in Appendix A of the CONTRACT.

VIII. Response Time Requirements:

By contractual agreement with the El Dorado County Chief Administrative Office – Emergency Medical Services Agency, we must satisfy all ALS ambulance response time requirements for defined areas of the county.

Exceptions to these time requirements are allowed for unavoidable situations such as disaster events, communication failure, adverse traffic conditions, and severe weather conditions, to name a few. The time requirements and exception waivers can be found in the CONTRACT.

IX. System Status Levels:

Green: Four medic units are available within the “Geographic Service Area” for Priority 1, 2, 3, 4, 5, and 6 request types.

CTESOA SSM PLAN:

Green is the highest of our system status levels. Cal Tahoe maintains three fully staffed and equipped ALS ambulances in our service area, 24 hours per day, seven days per week, and 365 days per year. In addition, during times of peak call volume, Cal Tahoe staffs one additional medic unit. This status level is referred to as “Green”, prior to any draw down from any priority request type.

Blue: Three medic units are available within the “Geographic Service Area” for Priority 1, 2, 3, 4, 5, and 6 request types at the time of dispatch. Blue is the maximum draw down of resources that allows Cal Tahoe to meet our CONTRACT response time requirements as noted in the CONTRACT for Priority 1, 2 and 3 request types.

Yellow: Two medic units are available within the GSA for Priority 1, 2 and 3 request types.

Red: One medic unit is available within the GSA for Priority 1, 2 and 3 requests types.

System status levels have been established to provide guidance on the management of JPA resources to maximize effectiveness for GSA coverage and response times. The Dispatch Center or the member agencies has the authority to deviate from this guidance depending on the circumstances. Cal Tahoe deploys three (3) medic units, 24/7/365 and 1 medic unit 12/7/240 to cover CSA 3.

The system has the capacity to staff additional medic units for disaster events, mutual aid, automatic aid,, system draw down, and to stand-by at special events. The system is very fluid and medic unit status can run the spectrum of medic unit availability.

As the system is drawn down of available medic units, it is essential that a strategic move-up be implemented to maintain coverage from the core of the service area, from which a medic unit can be deployed for a timely and efficient response.

The system status shall be defined as follows:

X. Posting Assignments:

A. Normal posting assignments of medic units

1. Medic 1 Cal Tahoe Headquarters
2. Medic 3 Cal Tahoe Headquarters
3. Medic 7 at LV Fire Station #7

CTESOA SSM PLAN:

4. Medic 2 Cal Tahoe Headquarters
5. Medic 6 (Reserve) at LV Fire Station #7
6. Medic 5 (Reserve) Cal Tahoe Headquarters

XI. First-In Response Zones:

- A. Medic 1
 - All of District 1
 - The East portion of District 2 from Trout Creek to the West boundary of District 1
- B. Medic 3
 - All of District 3
 - The West portion of District 2 from Trout Creek to the Eastern boundary of District 3
 - District 6 up to and including Black Bart Ave and Cold Creek Trail
- C. Medic 7
 - District 5
 - District 6 up to and including High Meadow Trail
 - District 7
 - District 8
 - Highway 89 North of City limits including District 9
 - Alpine County/Kirkwood

XII. Second-In Response Zones:

- A. Medic 3
 - Whenever Medic 1 is unavailable within its first-in area, Medic 3 responds to all medical emergencies in Medic 1's area
 - Whenever Medic 7 is unavailable within its first-in area, Medic 3 responds to all medical emergencies in Medic 7's area
- B. Medic 1 and Medic 7
 - Whenever Medic 3 is unavailable within its primary response zone, Medic 1 shall respond to all medical emergencies within the South Lake Tahoe City limits up to Viking Rd. and D St. @ Lake Tahoe Blvd and Airport Road and Hwy. 50.

Medic7 shall respond to all medical emergencies within the County portions of CSA #3 West of the City limits noted.

XIII. Third in Response Plan:

When the system is drawn down to its last available medic unit(1, 3, 2 and 7), the available medic unit will proceed to or remain in area 3 for coverage of all response areas, specifically the intersection of Hwy. 50 and Hwy. 89 in the City of South Lake Tahoe, “the Y”.

If all units are unavailable dispatch will notify Tahoe Douglas and request a medic unit move to Stateline or monitor for CSA 3 coverage.

XIV. Strategic Move-ups and Assignments:

System Status Management is an on-going planning process that involves not only a reaction to what is taking place, but also an intuitive examination of what future needs might include. As drawdowns occur, planning for current and future ALS service needs can be accomplished by taking into consideration the following factors:

- Numbers of units committed at any given time • Call volume (below, at, and/or above normal for that period) • The nature of the ALS calls (traffic collisions, MCI's, and major injury patients) • Turn-around time for units to return to service (out-of-county transports) • Remoteness of current calls (rural and wilderness settings) • Time , day of the week , holiday periods • Weather conditions (rain ,snow) • Special events that are taking place (New year's eve) • Emergencies such as fires, crime scenes, hazmat spills, and mutual aid requests.
- Dispatch or the Duty Officer may deviate from the normal Post assignment when extenuating circumstances occur (i.e. MCIs, disaster events, ...etc.).
- Move-up assignments should be given to the closest available medic unit to minimize any delay in achieving a higher system status level.

XV. Patient Transfers:

Cal Tahoe provides ALS services for patient transfers between Barton Memorial Hospital and a variety of higher level of care facilities with destinations outside of the Tahoe Basin.

A. Specific Instructions to dispatch:

1. Emergency Transfer requests are to be considered “Priority-3 urgent” with a 15 minute response time. These emergency transfer requests include transport of flight crew from airport to hospital and back to airport. Emergency Transfer requests will not be delayed due to unavailability of the “up” agency or commitment of resources to other incidents or IFT's.

CTESOA SSM PLAN:

2. Scheduled, Unscheduled or CCT IFT requests “Priorities 4, 5 and 6”, shall be filled with the medic unit that is up in rotation for IFT response. An exception would be a transfer to home within the GSA, where the jurisdiction having authority will handle the transfer and will not count as an IFT since it is not between facilities.
3. In the event of multiple IFT requests, Cal Tahoe will do its best to accommodate the requesting facility, while maintaining our ability to provide effective and efficient 9-1-1 services. This can be accomplished by the hospital coordinating with the Operations Manager and Battalion-7 to coordinate available resources to their prioritized needs.
4. In the event Cal Tahoe is unable to meet the established maximum response time for any Priority 3, 4, 5 or 6 request for service, Cal Tahoe will contact the dispatcher to provide an updated estimated time of arrival. The dispatcher will then provide to the requestor of service a reasonable estimate of the time that the unit will arrive and the reason for the delay).

B. Response Time Standards and Exceptions for some Inter-Facility Transfers

2. Requests for Priority 4, 5 and/or 6 service when in system status Blue at moment of hospital request are exempt from response time compliance.
3. Cal Tahoe shall not be required to unreasonably deplete its own ALS medical resources, personnel, services or facilities to the detriment of its normal operations and responsibilities in furnishing such services. Cal Tahoe will not deplete resources below “Blue” for Priority 4, 5, or 6 transfers.
4. CTESOA shall not be required to perform priority 4 or 5 services west of Barton Hospital during inclement weather when chain control restrictions are in effect.

XVI. Mutual Aid:

Occasionally a request will come from Tahoe Douglas or Alpine county.

A. Specific instructions for Medic Unit personnel responding to mutual aid in Tahoe Douglas or Alpine County:

1. Upon leaving El Dorado County advise dispatch that the unit will be switching over to the appropriate frequency.

2. Come up on the Douglas or Alpine frequency respectively and advise the availability for assignment and proceed as directed.

XVIII. Operational Overview:

Requests for an ALS ambulance usually begin with a 911 call (either by landline or cellular phone) to a Public Safety Answering Point (PSAP). There are three (4) PSAPs in El Dorado County: the El Dorado County Sheriff's Communication Center (Central Dispatch), Placerville Police Department Dispatch Center, and the South Lake Tahoe Police Department Dispatch Center, and the CALFIRE Emergency Command Center (ECC) Camino, located on the West Slope. ALS requests can also be received over a public safety radio frequency from a public safety agency.

Dispatched medic unit(s) and fire agency resources respond to the scene and provide ALS services to stabilize the patient for transport. The System Status Management plan is designed to make strategic movements of medic units to respond to ALS calls within defined response times.

It is not uncommon for patients to refuse treatment from medics and fire personnel. If the patient appears to be able to make a competent decision on his-her medical care, the patient shall be asked to sign a release waiver. If the patient is incompetent to make such a decision because of a mental illness or dysfunction and/or substance abuse, the local law enforcement agency with jurisdiction will be summoned to the scene to evaluate the patient for a 5150 Welfare and Institutions Code (W&I) mental health commitment.

Patients that can legally be transported by Cal Tahoe will be evaluated for transportation to the most appropriate receiving medical facility. In some instances, the patient's injuries or medical condition may require use of an air ambulance helicopter.

XIX. Operational procedures:

The following procedures were developed utilizing many years of past experiences and should be used to help guide personnel actions to achieve optimum performance.

A. Dispatch Procedures: Upon receiving an ALS request, the following guidelines shall be followed;

1. The Call Taker will initially question the Reporting Party (RP) for basic call information: verification of emergency location, verification of RP call back phone number, and basic type of emergency. The Call Taker will then enter the call into the Computer Aided Dispatch (CAD) Pending Events for the Initial Dispatcher.

2. The Initial Dispatcher will dispatch the appropriate resources to the emergency, based on the predetermined response plan.
3. While the Initial Dispatcher is dispatching resources to the emergency, the Call Taker continues to question the RP using the Medical Priority Dispatch System (EMD Protocols).
4. Upon confirmation of responding resources, the dispatcher will give the responding resources additional pertinent information about the call, and reduce the resources to Code 2, if appropriate.
5. All further radio traffic, such as resource status changes and transport status, shall be conducted on the appropriate command channel if utilized.

B. Medic Unit Procedures: To meet contractual response time requirements between the County and Cal Tahoe, the below listed guidelines shall be followed by all medic units.

1. Posting: When dispatch requests a medic unit to move up and cover a geographic response area (GSA) the medic unit shall be enroute immediately to their posting location and notify dispatch.
2. Locations: Medic units shall remain in area 3, for coverage of the entire service area when there is one medic unit available. When two units are available they will post at their assigned stations.
3. Hospital: Medic units shall be available for dispatch within 10 minutes of arrival at the hospital. All medics shall clear the destination hospital within 30 minutes after arrival. Exception: If circumstances dictate a longer period at the hospital, the medic unit must inform dispatch.
4. Medic units shall maintain communication with dispatch and monitor their radio (appropriate local Mednet and command frequencies) at all times.
5. Dispatch will indicate the response time for the GSA that the medic unit responded to. All medic unit personnel shall be aware of and report any exceptions to the maximum response time standards as established by the County and Cal Tahoe. Medic personnel shall use the designated "exception" forms to complete their reports.

AGREEMENT FOR AUTOMATIC MUTUAL AID

BETWEEN

FALLEN LEAF COMMUNITY SERVICES DISTRICT

AND

LAKE VALLEY FIRE PROTECTION DISTRICT

“Automatic Mutual Aid” is defined as one fire jurisdiction being automatically dispatched and responding to an emergency in an adjacent fire jurisdiction, through prior agreement as outlined herein, without being specifically requested by the jurisdictional agency.

This agreement, made this 12 day of February 2014 by and between Fallen Leaf Community Services District hereinafter referred to as FLCSD, and the Lake Valley Fire Protection District, hereinafter referred to as LVFPD;

WITNESSETH

Whereas, LVFPD maintains and operates a Fire Protection Organization covering the Lake Valley Fire Protection District Area, inclusive; and

Whereas, FLCSD maintains and operates a Fire Protection Organization covering the Fallen Leaf Community Services District Area, inclusive; and

Whereas, the two agencies operate jointly within El Dorado County, California
; and

Whereas, it is the desire of the jurisdictions hereto to render automatic mutual aid to each other for fire and medical emergencies; and

Whereas, each party has the ability to provide the above desired automatic mutual aid,
now, therefore, it is agreed by and between the parties hereto pursuant to this document that:

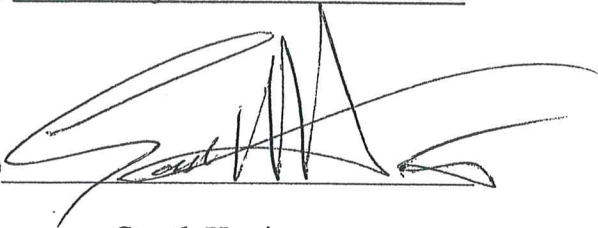
1. Upon receipt of a structure fire emergency call, the assisting agency shall provide the nearest available Engine Company and Duty Officer to the jurisdictional agency.
2. Upon receipt of a wildland fire emergency call, the assisting agency shall provide the nearest available Engine Company, ALS Ambulance if appropriate, and Duty Officer if appropriate to the jurisdictional agency.
3. Upon receipt of a medical emergency call in either jurisdiction, the nearest available ALS Ambulance will respond and the nearest available engine company will respond.
4. Upon receipt of a vehicle accident call in either jurisdiction, the nearest available ALS Ambulance will respond, nearest available engine company will respond, and the nearest extrication resource will respond (if nearest engine company is not equipped with extrication tools).
5. When operating at an incident, each Agency shall utilize the tactical and command frequencies assigned by the jurisdictional agency's Emergency Command Center (Dispatch Center).
6. The jurisdictional agency shall provide an Incident Commander or by mutual agreement, the assisting agency may assume the role.
7. In no case shall the authority having jurisdiction be canceled without approval of the jurisdictional agency's officer in charge.
8. Full protective safety clothing and equipment shall be worn by all participating firefighters when the potential for exposure to hazardous elements on the scene of any emergency incident.
9. Both agencies shall train together at least annually on Standard Operating Procedures which shall apply to each agency. Standard Operating Procedures shall be utilized on all incidents.
10. LVFPD and FLCSD shall hold each other harmless from liability, for acts or omissions of the other, its officers, employees, or agents in connection with the performance of this agreement.
11. The areas where automatic aid to be provided shall be as specified in the accompanying attachment.

This agreement shall remain in effect from this date to five years, whereas both LVFPD and FLCSD will review and determine if the general public benefits from such agreement.

Both Agencies must mutually agree to continue said agreement by formal action of their respective Boards of Directors.

In witness whereof, the parties have set their hands this 12 day of February, 2014.

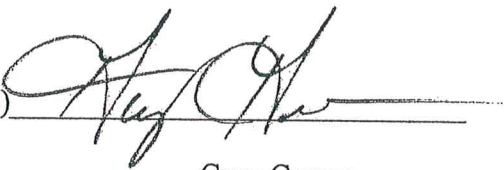
(S) Lake Valley Fire Protection District

(S) 

Gareth Harris

(Fire Chief)

(S) Fallen Leaf Community Services District

(S) 

Gary Gerren

(Fire Chief)

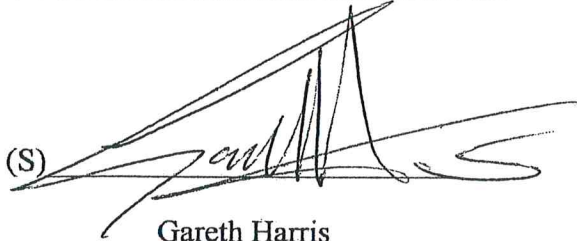
ATTACHMENT TO AUTOMATIC MUTUAL AID
AGREEMENT BETWEEN
FALLEN LEAF COMMUNITY SERVICES DISTRICT
AND
LAKE VALLEY FIRE PROTECTION DISTRICT

DATED 02/12/ 2014

FLCSD shall provide Automatic Mutual Aid to the LVFPD to the following roads, streets, drives, ways or areas consistent with the terms of the Automatic Mutual Aid Agreement dated 02/12/2014 All roads, streets, drives, ways or areas within the existing boundaries of the Lake Valley Fire Protection District.

In witness whereof, the parties have set their hands this 12 day of February 2014.

(S) Lake Valley Fire Protection District

(S) 

Gareth Harris

(Fire Chief)

(S) Fallen Leaf Community Services District

(S) 

Gary Gerren

(Fire Chief)

ATTACHMENT TO AUTOMATIC MUTUAL AID
AGREEMENT BETWEEN
FALLEN LEAF COMMUNITY SERVICES DISTRICT
AND
LAKE VALLEY FIRE PROTECTION DISTRICT

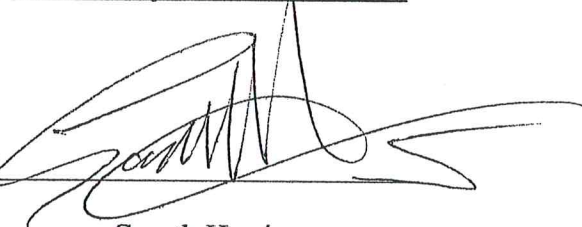
DATED 2/12/ 2014

LVFPD shall provide Automatic Mutual Aid to the FLCSD to the following roads, streets, drives, ways or areas consistent with the terms of the Automatic Mutual Aid Agreement dated 02/12/2014 All roads, streets, drives, ways or areas within the existing boundaries of the Fallen Leaf Community Services District.

In witness whereof, the parties have set their hands this 12 day of February 2014.

(S) Lake Valley Protection District

(S)



Gareth Harris

(Fire Chief)

(S) Fallen Leaf Community Services District

(S)



Gary Gerren

(Fire Chief)

LAKE TAHOE REGIONAL FIRE CHIEFS ASSOCIATION

AMENDED AND RESTATED

FIRE AND EMERGENCY MUTUAL AID AGREEMENT

This agreement amends and restates the Fire and Emergency Mutual Aid Agreement dated the 10th day of July, 1996, by and among the fire service agencies whose names are set forth in Exhibit "A", attached hereto and incorporated herein by reference.

WITNESSETH

WHEREAS, each of the above-named agencies (sometimes referred to as a "Party" or the "Parties") maintains and operates a fire organization within their respective jurisdictions; and

WHEREAS, the Parties hereto desire to enter into a mutual aid agreement for the purposes hereinafter set forth, pursuant to federal, Nevada, California and local government statutory authority.

NOW, THEREFORE, the Parties hereto mutually agree as follows:

1. Each Party agrees, upon request made to such Party's dispatch center, to furnish personnel, resources and facilities to any other Party as may be necessary to suppress fire or mitigate any emergency incident of such magnitude that is, or is likely to be, beyond the capacity of control of a single agency and requires the combined forces of additional agencies.
2. No Signatory to this agreement shall be required to deplete unreasonably its emergency resources.
3. Such mutual aid shall be within the geographic boundaries of the membership of the Lake Tahoe Regional Fire Chiefs' Association. See Map attached as Exhibit B.
4. Any mutual aid extended under this agreement is done with the express understanding that the responsible local fire official in whose jurisdiction any incident requiring mutual aid has occurred shall have designated an incident commander at such incident for that jurisdiction.
5. Except as otherwise provided herein, reimbursement for personnel, apparatus and support equipment will begin after the twenty-fourth (24th) hour. Should personnel, apparatus or support equipment be requested for assignment to a Mobilization Center for standby duty, the reimbursement period shall begin with the time of initial dispatch of said personnel, apparatus

or support equipment from its home base. Additionally, there shall be only one twenty-four (24)-hour period for each person, apparatus, or support equipment from time of original dispatch, regardless of number of assignments or Forest Agencies committing said personnel, apparatus or support equipment until return to the home base.

6. If reimbursement is available as a result of a declaration of disaster, grant and/or cost recovery, reimbursement for personnel, apparatus and support equipment shall cover the entire time of commitment, beginning at the time of initial dispatch from the Party's home base, to the time of return to home base. Unless such reimbursement is available, there shall be no reimbursement for responses of less than twenty-four (24) hours duration. Events that are cost recoverable and/or payable through state or federal funding, or from third parties determined responsible for cost reimbursement, shall be paid as set forth in the Reimbursement Procedures (*Exhibit A, Reimbursement Policy and Procedures to the Agreement for Local Government Fire and Emergency Assistance Between the State of California, Emergency Management Agency; State of California, Department of Forestry and Fire Protection; U.S.D.A. Forest Service, Pacific Southwest Region; U.S.D.I. Bureau of Land Management, California State Office; and U.S.D.I., National Park Service, Pacific West Field Region; U.S.D.I., Fish and Wildlife Service, Pacific Southwest Region; and U.S.D.I. Bureau of Indian Affairs, Pacific Region* (the "CFAA"). It is the intention of the Parties that reimbursement for personnel and equipment shall parallel the provisions of the CFAA, as amended from time to time, specifically with respect to reimbursable time, personnel rates and equipment rates. Where incident costs are subject to cost apportionment among federal, state and/or local agencies, it is the intention of the Parties that costs apportioned to any local agency signatory to this Agreement shall include the value of all LTRFCA resources committed pursuant to this Agreement from the time of initial dispatch from the unit's home base. Participating agencies providing ground ambulance mutual aid resources reserve the right to bill any patient(s) treated and/or transported consistent with the transporting agency billing policies and procedures.
7. In the event of any claim or litigation between the signatories alleging liability on the part of any Party hereto, or any combination of Parties hereto, any action or omission to act under the terms of this Agreement each Party shall provide for its own defense and bear any and all costs thereof.
8. Nothing in this Section shall create or be construed to create any right of action on the part of any Party or entity not a Signatory to this Agreement, nor create the status of third party beneficiary for any person or entity.
9. It is the specific intent of the Parties in entering into this agreement that it is not, and shall not be construed to be a joint powers agreement under the provision of California or Nevada law.

10. All signatories to this Agreement shall, in so far as is reasonable, use the terminology and organization structure of the National Interagency Incident Management System (NIIMS) and/or the Incident Command System (ICS).
11. It shall be policy for the agency requesting aid to release the assisting agencies from emergency duties as soon as practicable.
12. This Agreement shall not interfere with or replace any mutual aid or other operational agreements between agencies signatory to this Agreement or to agreements between a signatory and a Forest Agency. In the event of any inconsistency between the provisions of this Agreement and any bilateral agreement between participating agencies or a party and another agency, the latter shall prevail.
13. The Lake Tahoe Regional Fire Chiefs' Association shall elect from among its California members a Tahoe Basin Fire and Rescue Operational Area Coordinator, who shall concurrently serve as the California Emergency Management Agency Tahoe Basin Fire and Rescue Operational Area Coordinator, who shall coordinate the dispatch of mutual aid resources subject to this Agreement with the requesting agency incident commander.
14. All requests for mutual aid provided for in this Agreement shall be made through established and approved communication channels to the Lake Tahoe Regional Fire Chiefs' Association Operational Area Coordinator. Such requests shall be made by a responsible fire official of the agency requesting aid. Interstate and cross-border mutual aid between California and Nevada is rendered pursuant to the SUPPLEMENTAL INTERSTATE COMPACT FOR EMERGENCY MUTUAL ASSISTANCE between the States of California and Nevada, dated July 19, 2007, a copy of which is attached as Exhibit C.
15. This Agreement shall remain in full force and effect from the date hereof until terminated or amended by the Lake Tahoe Regional Fire Chiefs' Association, PROVIDED, HOWEVER, any party hereto may withdraw from this agreement by giving thirty (30) days prior notice in writing to the Association president and the designated mutual aid emergency coordinator.
16. The parties to this Agreement may, from time to time, adopt by resolution an Annual Operations Plan setting forth a detailed plan for implementation of this Mutual Aid Agreement. A copy of the Operations Plan shall be attached to this Agreement as Exhibit D.

AGREED TO THIS ____ DAY OF _____, 2010, BY THE PARTIES HERETO AS SET FORTH ON THE ATTACHED EXHIBIT "A".

EXHIBIT "A"

EASTERN
ALPINE COUNTY FIRE/RESCUE

By: Senone Dyr Date: 10/18/2012

CALIFORNIA TAHOE EMERGENCY SERVICES
OPERATING AUTHORITY

By: Anthony Ray Date: 7/20/2012

CARSON CITY FIRE DEPARTMENT

By: Ronit S. Min Date: 5-9-12

CENTRAL LYON COUNTY FIRE
PROTECTION DISTRICT

By: John Lillencroft Date: 5/9/12

EAST FORK FIRE AND PARAMEDIC DISTRICT

By: [Signature] Date: 4/1/12

FALLEN LEAF LAKE VOLUNTEER FIRE
DEPARTMENT

By: [Signature] Date: 5/22/12

KIRKWOOD FIRE DEPARTMENT

By: Mike Amel Date: 11/1/12

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LAKE VALLEY FIRE PROTECTION DISTRICT

By: [Signature] Date: 5/22/11

MEEKS BAY FIRE PROTECTION DISTRICT

By: John Ray Date: 5/22/12

NORTH LAKE TAHOE FIRE PROTECTION
DISTRICT

By: [Signature] Date: 5-9-12

NORTH TAHOE FIRE PROTECTION DISTRICT

By: [Signature] Date: 5/22/12

NORTHSTAR FIRE DEPARTMENT

By: [Signature] Date: 5-22-12

RENO FIRE DEPARTMENT

By: [Signature] Date: 5/9/12

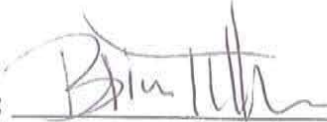
SIERRA FIRE PROTECTION DISTRICT

TRUCKEE MEADOWS FPD
By: [Signature] Date: 9.20.12

SIERRA FOREST FIRE PROTECTION DISTRICT

By: _____ Date: _____

SOUTH LAKE TAHOE FIRE DEPARTMENT

By:  Date: 5/4/12

SPARKS FIRE DEPARTMENT

By: Andrew Fleck Date: 6/21/12

SQUAW VALLEY FIRE DEPARTMENT

By:  Date: 5-22-2012

STOREY COUNTY FIRE PROTECTION DISTRICT

By:  Date: 5/9/12

TAHOE DOUGLAS FIRE PROTECTION DISTRICT

By:  Date: 5/9/12

TRUCKEE FIRE PROTECTION DISTRICT

By: Robert Berra Date: 6-21-12

Figure 1 - Exhibit B: LTRFCA

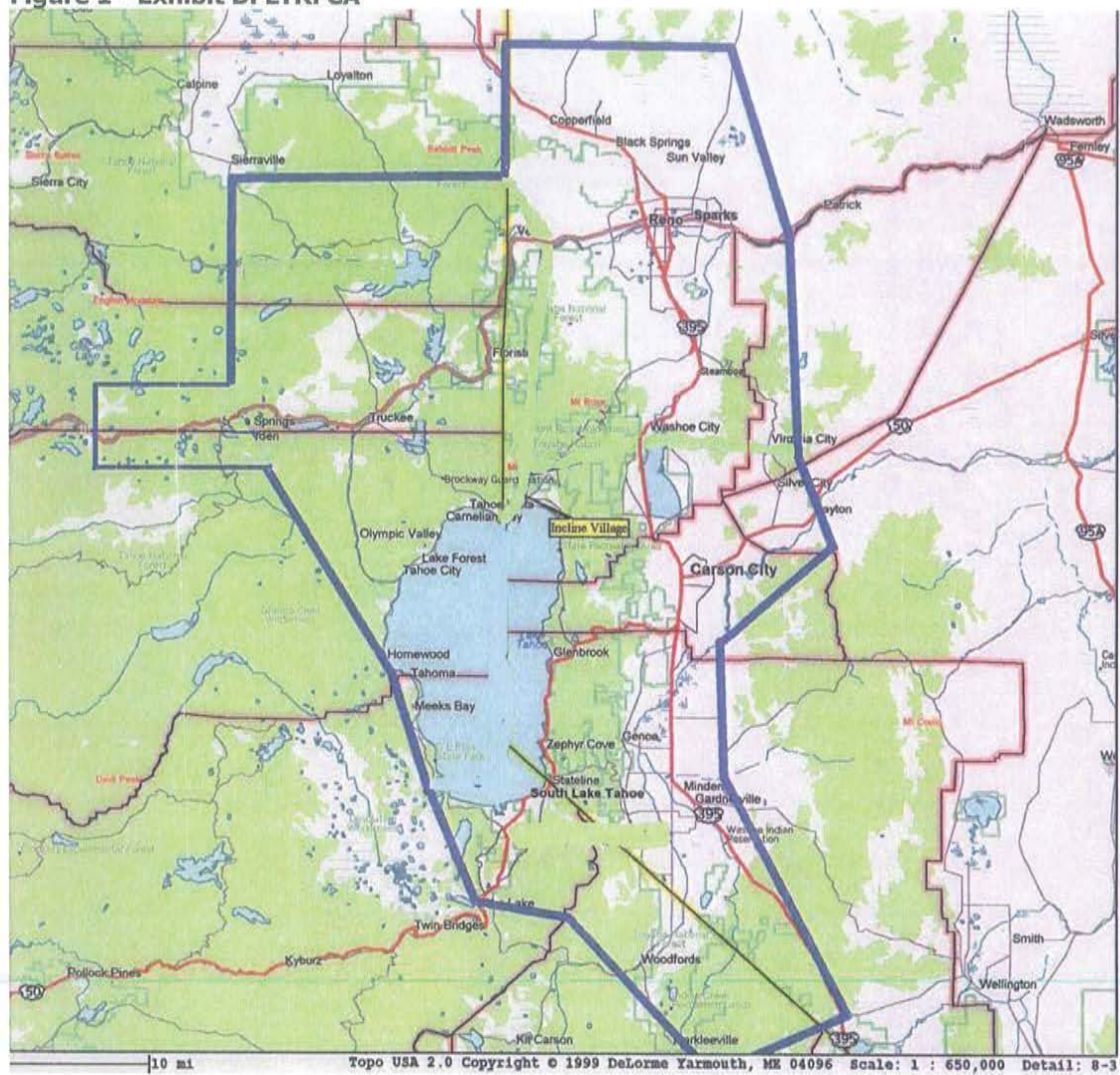


Figure 2 - Exhibit C:

**SUPPLEMENTAL INTERSTATE COMPACT
FOR EMERGENCY MUTUAL ASSISTANCE**

WHEREAS the states of Nevada and California have determined that interstate emergency mutual assistance is helpful and often necessary in responding to emergencies and disasters; and

WHEREAS both states have entered into interstate compacts, that provide the framework for sharing resources during declared states of emergency; and

WHEREAS many emergencies do not require the Governors to declare a state of emergency, but nonetheless there is a significant benefit of sharing of critical emergency resources during those situations; and

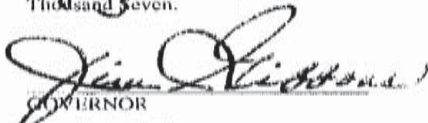

WHEREAS the Emergency Management Assistance Compact, ("EMAC"), does not specifically include state-to-state assistance for emergencies that have not been declared a state of emergency by the Governor of the state requesting resources; and

WHEREAS the EMAC specifically allows and encourages supplemental agreements between its party states.

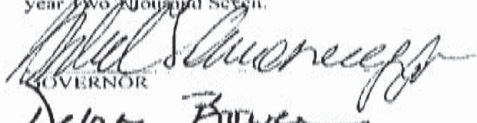
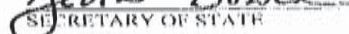
THEREFORE, this agreement is made by the Governor of the State of Nevada pursuant to the authority granted him by Chapter 414 of the Nevada Revised Statutes and the Governor of the State of California, pursuant to authority granted to him by Section 8619 of the California Government Code, and each Governor is acting herein for and on behalf of his state respectively, as follows:

1. The State of Nevada hereby promises and agrees to provide emergency mutual aid assistance in emergencies to the State of California when the State of California requests such assistance, notwithstanding the absence of a declaration of emergency or disaster by the State of California or the State of Nevada.
2. The State of California hereby promises and agrees to provide emergency mutual aid assistance in emergencies to the State of Nevada when the State of Nevada requests such assistance, notwithstanding the absence of a declaration of emergency or disaster by the State of Nevada or the State of California.
3. Neither state shall be required to provide resources under this agreement, if in the sole discretion of the responding state, the requested resources are not sufficiently available, or if the provisions of those resources would unreasonably impact the safety and health of the citizens of the responding state.
4. The State rendering assistance pursuant to this Compact shall be reimbursed by the requesting State receiving such assistance for any loss or damage to or expense incurred responding to a request for aid and any costs incurred in connection with such requests; notwithstanding, the assisting State may choose to assume in whole or in part such loss, damage, expense or other cost, or may loan such equipment or donate such services to the requesting State without charge or costs.
5. Pursuant to the applicable statutes and agreements of both States, the officers, employees, volunteers, and other emergency responders rendering assistance in the other State pursuant to this Compact shall be protected from liability, as applicable to those individuals.
6. Each party state shall provide their responding individuals with compensation and death benefits, including worker's compensation, as appropriate and authorized for any injured emergency responder deployed under this Compact or the representatives of deceased responders, in the same manner as if the injury or death occurred within the responding individual's state, subject to the reimbursement provisions of this Compact.
7. This agreement shall remain in effect until EMAC is amended to allow interstate mutual aid without a Governor's declaration of emergency or disaster, even if California or Nevada does not sign the amended EMAC. Notwithstanding the foregoing, either state may terminate this agreement with a 90-day written notice to the other state.

IN WITNESS WHEREOF,
I, Jim Gibbons, Governor of the State of Nevada, have hereunto set my hand and caused the Great Seal of the State of Nevada to be affixed this 3rd day of July, in the year Two Thousand Seven.


GOVERNOR

SECRETARY OF STATE

IN WITNESS WHEREOF,
I, Arnold Schwarzenegger, Governor of the State of California, have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 19 day of July, in the year Two Thousand Seven.


GOVERNOR

SECRETARY OF STATE

2014 OPERATIONS PLAN

THIS OPERATIONS PLAN provides specific actions to implement the Lake Tahoe Regional Fire Chiefs Association Fire and Emergency Mutual Aid Agreement dated July 10th, 1996 (the "Agreement") This Operations Plan will be effective June 1st, 2014 and will continue in effect until replaced.

1. The Cooperators listed in Exhibit "A" to the Agreement as appropriate and signatory agencies for 2014 are:

- Bear Valley Fire Department
- Carson City Fire Department
- Central Lyon County Fire Protection District
- Eastern Alpine County
- East Fork Fire and Paramedic District
- Fallen Leaf Lake Volunteer Fire Department
- Kirkwood Fire Department
- Lake Valley Fire Protection District
- Meeks Bay Fire Protection District
- North Lake Tahoe Fire Protection District
- North Tahoe Fire Protection District
- Northstar Fire Department
- Reno Fire Department
- South Lake Tahoe Fire Department
- Sparks Fire Department
- Squaw Valley Fire Department
- Storey County Fire Department
- Tahoe Douglas Fire Protection District
- Truckee Fire Protection District
- Truckee Meadows Fire Protection District

A map setting forth the response area for the Agreement based on these Cooperators is attached as Exhibit D-1.

2. The time frame for all LTRFCA mutual aid resources to be "without cost" as described in Paragraph 5 of the LTRFCA Mutual Aid Agreement for the Cooperators described in Paragraph 1 shall be twenty-four (24) hours, except as otherwise provided at Paragraph 5 of the LTRFCA Mutual Aid Agreement.
 - a. Within 24 hours of the dispatch of Cooperator resources, the Agency Representative shall provide notice of status of payment or reimbursement for committed Cooperator Resources to the LTRFCA Operational Area Coordinator and to each cooperating agency. In the event no determination on payment or reimbursement has been made within such 24 hour period, Cooperator resources shall be released from the incident unless each of the participating agencies reaffirm, as to their respective resources, specific approval for additional 24 hour Operating Period(s) of commitment to the incident without compensation.

- b. Any Cooperator Strike Team or single resource committed to the incident shall have priority in remaining on the incident if payment for resources is arranged after the initial twenty-four (24) hours.
- 3. The LTRFCA may provide an Agency Representative to any incident where one (1) strike team or more LTRFCA Cooperator resources are committed.
 - a. This Agency Representative shall respond to the incident within four (4) hours of dispatch of Cooperator resources.
 - b. The Agency Representative shall not be from a hosting agency of the incident.
 - c. The Agency Representative must be able to assist in facilitating usage of the Cooperator resources, negotiating cost reimbursement decisions and providing other services of Agency Representative, as described in the Field Operations Guide (ICS 420-1), for twenty-four (24) hours.
- 4. Dispatch Procedures
 - a. All LTRFCA Fire and Emergency Mutual Aid Agreement Cooperator resources must be requested through Washoe County Dispatch. Washoe County Dispatch shall notify the Federal Dispatch Agency having jurisdiction: Minden ECC or Camino ECC, if applicable, of commitment of Cooperator resources.
 - b. LTRFCA Cooperator resources dispatched under this Operations Plan shall be given the identifier "TFC" followed by year, sequential number for that season, and NWCG Type designator, e.g. "Strike Team TFC 14-2 C" would signify LTRFCA Strike Team number 2 for 2014, consisting of Type 3 engines.
 - c. All Cooperators shall notify Washoe County Dispatch whenever they are in a "draw down" state limiting their ability to commit resources to support the Agreement and shall update Washoe County Dispatch as conditions change.
 - d. Washoe County Dispatch shall provide LTRFCA resource status notifications and updates to California Office of Emergency Services and Nevada Department of Emergency Management, as appropriate, at time of dispatch and shall request confirmation that resources dispatched from one state into the other are intended as interstate emergency assistance under the terms of the SUPPLEMENTAL INTERSTATE COMPACT FOR EMERGENCY MUTUAL ASSISTANCE dated July 19, 2007 or any successor agreement thereto.

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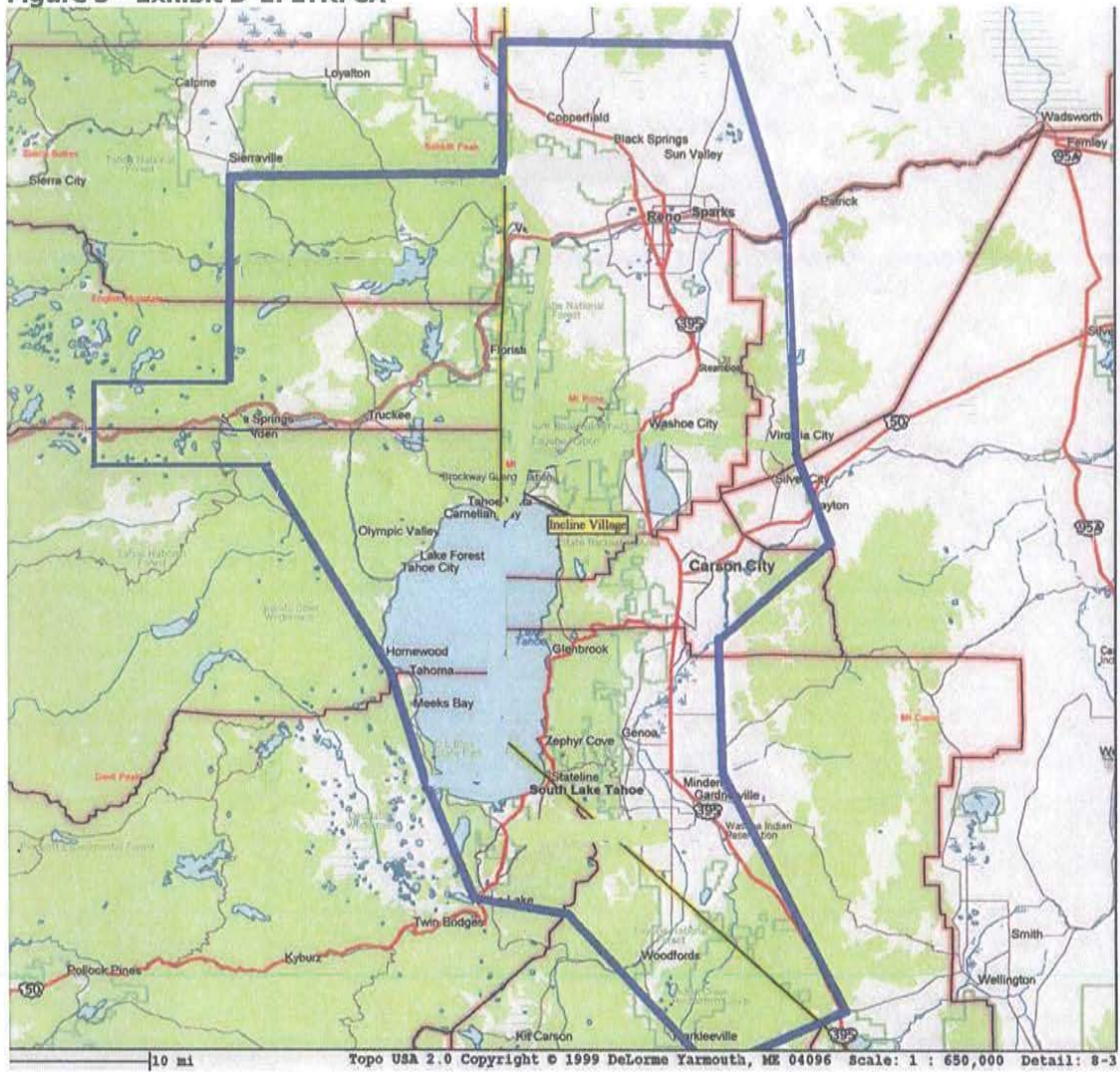
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LTRFCA Agreement Activation Notification Process



5. All Cooperator resources shall be able to support their operations for forty-eight (48) hours without logistical support from the incident, including meals for crew, fuel and emergency repairs.

Figure 3 - Exhibit D-1: LTRFCA



2018 SALARY SURVEY / ACTUAL ADMINISTRATIVE RATE

for the

AGREEMENT FOR LOCAL GOVERNMENT FIRE AND EMERGENCY ASSISTANCE TO**THE STATE OF CALIFORNIA AND FEDERAL FIRE AGENCIES****(California Fire Assistance Agreement)**

Please complete and/or correct this salary survey information sheet (all fields on this form that pertain to your agency are required or survey may be returned due to lack of information). Return your completed survey as soon as possible to:

California Governor's Office of Emergency Services / Fire and Rescue Division

3650 Schriever Ave Mather, California 95655

or

FAX: (916) 845-8396

(To ensure receipt of your salary survey, we recommend mailing it to us "Certified with Return Receipt Requested")

Agency 3-Letter MACS I.D.:	LAV
Agency / Department Name:	Lake Valley Fire Protection District
Chief's Name:	Tim Alameda
Chief's Email Address*:	alameda@caltahoe.net
Department Email Address:	
Physical Address, City, State, Zip:	2211 Keetak St. South Lake Tahoe, CA 96150
Mailing Address, City, State, Zip:	same
Telephone Number:	530-577-3737
FAX Number:	530-577-3739
Federally Recognized Tribe? Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	Federal Fire Dept.? Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> Dept. of Defense? Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>

* Email is for the individual responsible for reviewing and processing the Salary Survey, Administrative Rate, and invoices.

All information provided on this form is subject to audit by Cal OES, CAL FIRE, and the Federal Fire Agencies signatory to the California Fire Assistance Agreement.

Please provide the hourly Average Actual Rate or Base Rate for each classification used by your agency that is reflected in the chart below.

Instructions for completing the [Cal OES 2018 Salary Survey / Actual Administrative Rate](#) form.

Classification Title	Base Rates (ST) as of 06/01/2017	Avg. Actual Rate or Base Rate (ST) as of: 5/21/18	Above B/C with a MOU/MOA for above Straight Time (OT)	MOU/MOA/GBR for Portal to Portal
Chief	\$24.94 /per hour	75.66 /per hour	Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/>
Deputy Chief	\$24.94 /per hour	/per hour	Yes: <input type="checkbox"/> No: <input type="checkbox"/>	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Division Chief	\$24.94 /per hour	/per hour	Yes: <input type="checkbox"/> No: <input type="checkbox"/>	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Assistant Chief	\$24.94 /per hour	/per hour	Yes: <input type="checkbox"/> No: <input type="checkbox"/>	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Battalion Chief	\$24.94 /per hour	75.10 /per hour		Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/>
Co. Officer/Capt./Lt.	\$20.69 /per hour	43.35 /per hour		Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/>
App. Officer/Engineer	\$20.69 /per hour	39.90 /per hour		Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/>
Firefighter/FF-PMedic	\$20.69 /per hour	35.45 /per hour		Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/>
Actual Administrative Rate** (due by July 1st):		.32115	(Enter as Decimal)	
Workers Compensation Insurance Rate:		.10	(Enter as Decimal)	
Unemployment Insurance Rate:		.0048	(Enter as Decimal)	
Agency Federal Taxpayer I.D. Number or Federal Employee I.D. Number:		94-6000829		
Agency Data Universal Numbering System (DUNS) Number:		949773824		

NOTE: These rates are not effective until the date they are received by Cal OES.

****If your Actual Administrative Rate is on file, you are required to update and complete an Actual Administrative Rate Calculation Sheet (Page 2) by July 1st, 2018. After that date, the rate will default back to 10%.**

What is reported on this form constitutes direct salary costs for employees.

As an authorized representative of my agency/dept., I certify to the best of my knowledge and belief that this information is correct. Furthermore, my signature below represents acceptance by my agency/dept., as a cooperator, to comply with the authorities, terms and conditions of the CFAA. I also agree to comply with all cooperator agency internal accounting and expense reimbursement standards.

Print Name

Authorized Representative

Date

2018 SALARY SURVEY / ACTUAL ADMINISTRATIVE RATE

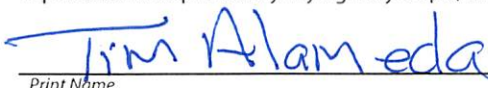
for the

AGREEMENT FOR LOCAL GOVERNMENT FIRE AND EMERGENCY ASSISTANCE TO**THE STATE OF CALIFORNIA AND FEDERAL FIRE AGENCIES****(California Fire Assistance Agreement)****3-Letter MACS I.D.:** LAV **Department Name:** Lake Valley Fire Protection District**FY** 16 / 17 **Data for use in** 2018 **Fire Agreements**
Year**Actual Administrative Rate (Include ONLY allowable costs and use whole numbers)**

PROGRAM	INDIRECT	DIRECT	TOTAL
Emergency Medical Services	528,118		528,118
General Administration	606,760		606,760
Information Technology	26,465		26,465
Logistics / Procurement / Supply / Minor Fire Equipment	119,221		119,221
Public Information Office	61,801		61,801
Telecommunications	14,768		14,768
Arson Investigation			
Community Education			
Facilities		36,076	36,076
Fire Comm. Center / Dispatch / Comm. & Control Center		20,246	20,246
Fire Hazard Reduction Program			
Fleet		332,542	332,542
Hazardous Materials Response Program			
Mapping			
Operations		245,075	245,075
Prevention		3,360,463	3,360,463
Training		231,469	231,469
Urban Search and Rescue			
GRAND TOTALS	1,357,133	4,225,871	5,583,004

ADMINISTRATIVE RATE (INDIRECT COST/DIRECT COST):**0.32115**

As an authorized representative of my agency/dept., I certify to the best of my knowledge and belief that the actual administrative rate is correct and is established in accordance with OMB Super Circular Title 2 in the Code of Federal Regulations (2 CFR), Subtitle A, Chapter II, part 225 (A-87) using the instructions for completing Actual Administrative Rate Calculations and ICRP Definitions. Furthermore, my signature below represents acceptance by my agency/dept., as a cooperator, to comply with the authorities, terms and conditions of the CFAA.



Print Name



Authorized Representative

21-0953 A 764 of 938

Date

APPENDIX O Contents: Raw Data

2018 Response Times

2019 Response Times

2020 Response Times

2021 Response Times

Call Volume Tables

Imagetrend Call Volume Reports

JPA Calls 2019-2020

Medical Calls by Year 2011-2018

Response Time Compliance

Response Time Data from County

911 Incident Number	Unit	Dispatch	On Scene	Response Time	IFTS	Incident Number	Unit	Dispatch	On Scene	Response Time
1802-0987	M2	12:59:36 PM	1:13:31 PM	0:13:55		1811-1786	M2	12:17:21 PM	6:35:15 PM	6:17:54
1801-2019	M2	3:25:36 PM	3:39:30 PM	0:13:54		1801-0766	M1	4:37:23 AM	9:50:43 AM	5:13:20
1812-2177	M1	11:43:29 AM	11:57:23 AM	0:13:54		1802-1179	M3	12:27:55 AM	4:33:14 AM	4:05:19
1804-1217	M3	12:38:24 PM	12:52:17 PM	0:13:53		1811-0373	M3	5:22:00 AM	8:51:19 AM	3:29:19
1802-1352	M1	9:52:36 AM	10:06:26 AM	0:13:50		1808-0517	M2	12:40:16 PM	2:28:20 PM	1:48:04
1811-0534	M3	3:45:44 PM	3:59:31 PM	0:13:47		1803-2074	M2	8:48:04 PM	10:24:53 PM	1:36:49
1812-1792	M2	1:45:37 PM	1:59:16 PM	0:13:39		1812-2092	M3	11:43:40 AM	1:13:57 PM	1:30:17
1808-1177	M2	9:06:03 AM	9:19:34 AM	0:13:31		1804-0691	M3	11:38:31 AM	1:05:59 PM	1:27:28
1803-0270	M2	2:07:02 PM	2:20:27 PM	0:13:25		1801-1565	M1	11:40:05 AM	1:06:34 PM	1:26:29
1805-1861	M3	7:33:13 AM	7:46:35 AM	0:13:22		1801-2211	M3	9:35:55 AM	11:00:18 AM	1:24:23
1812-2198	M1	3:50:19 PM	4:03:40 PM	0:13:21		1801-2552	M1	3:39:02 PM	4:58:09 PM	1:19:07
1803-1982	M3	3:07:10 PM	3:20:30 PM	0:13:20		1812-1898	M2	12:22:03 PM	1:40:23 PM	1:18:20
1808-0958	M1	11:03:29 AM	11:16:43 AM	0:13:14		1801-1097	M3	2:31:59 PM	3:49:50 PM	1:17:51
1804-2111	M3	12:38:49 PM	12:52:00 PM	0:13:11		1809-0368	M2	9:52:04 AM	11:03:50 AM	1:11:46
1809-2412	M1	6:55:30 PM	7:08:35 PM	0:13:05		1806-1228	M3	11:15:56 AM	12:22:59 PM	1:07:03
1811-0790	M3	12:11:27 AM	12:24:26 AM	0:12:59		1806-2628	M1	6:17:24 AM	7:23:21 AM	1:05:57
1802-1257	M1	2:07:54 AM	2:20:52 AM	0:12:58		1801-0497	M1	3:59:05 PM	5:03:02 PM	1:03:57
1802-1063	M1	11:25:01 AM	11:37:58 AM	0:12:57		1803-0950	M3	3:41:40 PM	4:41:49 PM	1:00:09
1807-1164	M3	10:00:34 AM	10:13:31 AM	0:12:57		1807-2266	M2	4:29:41 PM	5:28:52 PM	0:59:11
1807-2687	M1	6:24:19 PM	6:37:14 PM	0:12:55		1810-0254	M3	12:54:51 PM	1:53:49 PM	0:58:58
1802-0034	M1	1:53:09 PM	2:05:42 PM	0:12:33		1808-1314	M3	6:35:42 AM	7:34:32 AM	0:58:50
1805-0785	M1	3:52:48 PM	4:05:15 PM	0:12:27		1809-2447	M1	6:19:36 AM	7:18:24 AM	0:58:48
1802-1612	M2	12:07:42 PM	12:20:08 PM	0:12:26		1806-1852	M3	10:51:20 AM	11:50:06 AM	0:58:46
1809-0083	M3	4:18:14 PM	4:30:39 PM	0:12:25		1805-1292	M3	8:09:24 AM	9:08:03 AM	0:58:39
1803-1686	M3	3:49:53 PM	4:02:17 PM	0:12:24		1812-0419	M1	8:47:54 AM	9:46:27 AM	0:58:33
1801-1850	M1	2:06:25 PM	2:18:47 PM	0:12:22		1805-1863	M1	2:28:11 PM	3:26:40 PM	0:58:29
1802-0902	M1	12:30:40 PM	12:43:01 PM	0:12:21		1801-1545	M1	6:17:10 AM	7:15:32 AM	0:58:22
1802-0712	M2	2:15:49 PM	2:28:07 PM	0:12:18		1801-1584	M3	3:30:31 PM	4:28:10 PM	0:57:39
1801-1349	M1	4:59:03 PM	5:11:14 PM	0:12:11		1809-1694	M1	2:11:48 PM	3:09:08 PM	0:57:20
1803-0112	M3	9:51:05 AM	10:03:14 AM	0:12:09		1809-2451	M1	8:06:48 AM	9:04:01 AM	0:57:13
1807-1154	M1	8:45:32 AM	8:57:37 AM	0:12:05		1810-0422	M1	7:31:07 AM	8:27:30 AM	0:56:23
1802-2261	M3	3:57:24 PM	4:09:26 PM	0:12:02		1810-1036	M2	12:03:39 PM	12:59:47 PM	0:56:08
1803-0092	M1	5:07:49 AM	5:19:48 AM	0:11:59		1809-1838	M3	6:55:18 AM	7:51:09 AM	0:55:51
1809-0193	M3	2:19:03 PM	2:31:01 PM	0:11:58		1808-1761	M2	11:58:36 AM	12:54:21 PM	0:55:45
1801-2527	M1	12:47:01 PM	12:58:52 PM	0:11:51		1803-0480	M3	2:49:14 AM	3:44:55 AM	0:55:41
1803-1064	M1	4:49:38 PM	5:01:28 PM	0:11:50		1802-2254	M1	1:45:39 PM	2:40:44 PM	0:55:05
1801-2310	M2	10:51:07 AM	11:02:54 AM	0:11:47		1808-2589	M1	4:51:47 AM	5:46:09 AM	0:54:22
1811-1613	M1	3:21:32 AM	3:33:12 AM	0:11:40		1803-1992	M3	4:33:09 PM	5:26:40 PM	0:53:31
1809-0691	M1	3:10:37 PM	3:22:16 PM	0:11:39		1801-0287	M3	12:51:34 PM	1:45:04 PM	0:53:30
1801-0489	M2	4:40:20 PM	4:51:58 PM	0:11:38		1808-0020	M1	9:46:15 AM	10:39:19 AM	0:53:04
1802-0046	M1	3:52:41 PM	4:04:19 PM	0:11:38		1811-0146	M2	5:25:03 PM	6:17:51 PM	0:52:48
1808-0376	M1	5:06:46 AM	5:18:23 AM	0:11:37		1806-0213	M1	5:40:11 PM	6:32:04 PM	0:51:53
1807-3141	M2	6:25:03 PM	6:36:39 PM	0:11:36		1806-2631	M1	8:19:23 AM	9:11:04 AM	0:51:41
1812-2338	M1	10:09:53 PM	10:21:29 PM	0:11:36		1801-2504	M3	1:56:00 PM	2:47:24 PM	0:51:24
1805-0422	M1	12:32:57 AM	12:44:31 AM	0:11:34		1807-0025	M1	8:20:32 AM	9:11:49 AM	0:51:17
1802-2244	M3	11:56:26 AM	12:07:56 PM	0:11:30		1801-0062	M1	6:37:05 AM	7:27:45 AM	0:50:40
1802-1633	M2	4:28:36 PM	4:40:05 PM	0:11:29		1806-0672	M3	4:52:32 AM	5:42:56 AM	0:50:24
1804-0953	M2	3:15:44 PM	3:27:13 PM	0:11:29		1806-3095	M3	4:32:18 PM	5:22:37 PM	0:50:19
1811-1706	M3	3:21:43 PM	3:33:11 PM	0:11:28		1806-0489	M3	3:37:19 PM	4:27:16 PM	0:49:57
1803-0364	M2	2:43:45 PM	2:55:10 PM	0:11:25		1802-1706	M2	1:27:06 PM	2:16:45 PM	0:49:39
1806-2684	M3	6:47:14 PM	6:58:36 PM	0:11:22		1804-1648	M3	11:54:00 AM	12:43:14 PM	0:49:14
1812-2569	M3	3:55:24 PM	4:06:39 PM	0:11:15		1802-2075	M2	10:48:06 AM	11:36:27 AM	0:48:21
1802-0412	M2	5:10:31 PM	5:21:45 PM	0:11:14		1806-0681	M1	10:17:19 AM	11:05:26 AM	0:48:07
1803-0030	M2	12:21:55 PM	12:33:08 PM	0:11:13		1806-2862	M1	1:05:05 PM	1:53:12 PM	0:48:07
1812-0817	M3	6:35:06 PM	6:46:19 PM	0:11:13		1809-1594	M3	11:16:51 AM	12:04:28 PM	0:47:37
1812-2124	M1	5:42:08 PM	5:53:19 PM	0:11:11		1806-2277	M1	11:01:42 AM	11:49:18 AM	0:47:36
1804-1403	M3	12:55:26 PM	1:06:35 PM	0:11:09		1803-1783	M1	4:57:22 PM	5:44:55 PM	0:47:33
1810-2263	M3	4:03:54 PM	4:14:57 PM	0:11:03		1811-0400	M1	4:39:15 PM	5:25:39 PM	0:46:24
1807-1627	M2	4:41:49 PM	4:52:48 PM	0:10:59		1812-2612	M2	10:35:18 PM	11:21:39 PM	0:46:21
1804-1888	M2	3:21:20 PM	3:32:15 PM	0:10:55		1803-0633	M1	6:32:19 AM	7:17:54 AM	0:45:35
1802-0244	M1	4:28:01 PM	4:38:54 PM	0:10:53		1803-0992	M3	5:02:05 AM	5:47:30 AM	0:45:25
1804-0486	M2	12:00:10 PM	12:11:02 PM	0:10:52		1801-0421	M2	6:14:10 PM	6:59:22 PM	0:45:12
1801-1230	M1	3:50:05 PM	4:00:57 PM	0:10:52		1804-1823	M2	6:07:45 PM	6:52:55 PM	0:45:10
1802-1307	M2	6:23:38 PM	6:34:25 PM	0:10:47		1805-0931	M1	9:08:45 AM	9:53:46 AM	0:45:01
1804-1215	M1	11:31:28 AM	11:42:10 AM	0:10:42		1801-1292	M3	7:08:53 AM	7:53:17 AM	0:44:24
1805-0951	M3	12:57:06 PM	1:07:48 PM	0:10:42		1803-2123	M3	2:15:53 PM	3:00:11 PM	0:44:18
1801-2535	M3	2:01:01 PM	2:11:39 PM	0:10:38		1812-0877	M1	5:15:10 PM	5:59:20 PM	0:44:10
1808-0494	M2	8:45:12 AM	8:55:50 AM	0:10:38		1802-0811	M2	1:25:36 PM	2:09:28 PM	0:43:52
1803-1176	M1	10:54:43 AM	11:05:18 AM	0:10:35		1805-1589	M1	4:14:46 AM	4:58:30 AM	0:43:44
1805-0678	M3	1:29:41 PM	1:40:11 PM	0:10:30		1805-1868	M1	10:55:38 AM	11:39:18 AM	0:43:40
1812-2783	M1	9:23:01 PM	9:33:31 PM	0:10:30		1808-2407	M1	9:01:05 AM	9:44:31 AM	0:43:26
1801-2533	M1	1:49:19 PM	1:59:48 PM	0:10:29		1809-1213	M3	9:53:35 AM	10:36:57 AM	0:43:22
1804-1553	M2	12:10:11 PM	12:20:39 PM	0:10:28		1810-0880	M1	10:56:53 AM	11:40:10 AM	0:43:17
1808-0167	M2	4:47:01 PM	4:57:28 PM	0:10:27		1806-1474	M3	5:32:47 PM	6:15:54 PM	0:43:07
1810-0402	M1	10:57:40 PM	11:08:07 PM	0:10:27		1811-0521	M1	1:49:25 PM	2:32:25 PM	0:43:00
1803-2090	M1	3:29:06 AM	3:39:31 AM	0:10:25		1807-2494	M1	1:58:25 PM	2:41:10 PM	0:42:45
1801-2223	M1	11:56:59 AM	12:07:21 PM	0:10:22		1801-2077	M1	11:00:07 AM	11:42:34 AM	0:42:27
1802-1224	M2	2:06:52 PM	2:17:12 PM	0:10:20		1805-2644	M3	3:27:53 PM	4:10:13 PM	0:42:20
1806-2231	M2	12:40:12 AM	12:50:32 AM	0:10:20		1806-1065	M3	1:44:22 PM	2:26:17 PM	0:41:55
1802-0240	M2	4:16:15 PM	4:26:34 PM	0:10:19		1802-1707	M3	1:27:44 PM	2:09:22 PM	0:41:38

1807-2551	M3	6:23:18 PM	6:33:37 PM	0:10:19	1805-0163	M1	8:09:55 PM	8:51:19 PM	0:41:24
1808-0519	M1	1:08:51 PM	1:19:10 PM	0:10:19	1804-0262	M3	2:01:42 PM	2:43:05 PM	0:41:23
1802-0861	M3	5:43:18 AM	5:53:33 AM	0:10:15	1805-1479	M1	5:55:55 AM	6:36:45 AM	0:40:50
1807-1776	M2	3:08:38 PM	3:18:48 PM	0:10:10	1810-0643	M1	8:09:28 AM	8:50:18 AM	0:40:50
1809-1120	M3	10:04:10 AM	10:14:20 AM	0:10:10	1807-1734	M3	9:33:03 AM	10:13:22 AM	0:40:19
1803-2116	M1	12:57:20 PM	1:07:25 PM	0:10:05	1811-1571	M3	3:09:42 PM	3:49:50 PM	0:40:08
1805-0210	M2	12:55:45 PM	1:05:50 PM	0:10:05	1801-0841	M2	1:07:23 PM	1:47:23 PM	0:40:00
1803-1183	M3	12:06:27 PM	12:16:31 PM	0:10:04	1805-0781	M2	2:56:07 PM	3:36:02 PM	0:39:55
1802-0106	M2	11:47:19 AM	11:57:20 AM	0:10:01	1806-0943	M2	1:39:44 PM	2:19:25 PM	0:39:41
1802-1610	M2	11:45:34 AM	11:55:32 AM	0:09:58	1804-0853	M3	2:17:03 PM	2:56:40 PM	0:39:37
1802-0542	M1	11:05:17 AM	11:15:14 AM	0:09:57	1808-2113	M1	11:28:51 AM	12:08:23 PM	0:39:32
1802-2169	M1	12:22:55 PM	12:32:52 PM	0:09:57	1809-0387	M3	1:42:15 PM	2:21:41 PM	0:39:26
1812-2792	M2	10:07:19 PM	10:17:14 PM	0:09:55	1807-2377	M1	1:14:53 PM	1:54:18 PM	0:39:25
1807-2326	M3	4:49:16 AM	4:59:10 AM	0:09:54	1809-0494	M2	3:24:25 PM	4:03:47 PM	0:39:22
1804-1885	M3	2:59:35 PM	3:09:28 PM	0:09:53	1808-0883	M3	4:13:32 PM	4:52:41 PM	0:39:09
1803-2043	M2	2:01:05 PM	2:10:54 PM	0:09:49	1802-0802	M1	12:04:50 PM	12:43:42 PM	0:38:52
1803-0091	M3	4:29:04 AM	4:38:51 AM	0:09:47	1803-2202	M2	12:31:44 PM	1:10:29 PM	0:38:45
1802-2235	M1	9:40:00 AM	9:49:45 AM	0:09:45	1805-1169	M3	10:38:52 AM	11:17:34 AM	0:38:42
1802-1536	M2	4:25:18 PM	4:35:02 PM	0:09:44	1812-1205	M2	9:23:44 AM	10:02:26 AM	0:38:42
1808-1377	M3	8:40:33 PM	8:50:16 PM	0:09:43	1808-2104	M3	8:24:34 AM	9:02:49 AM	0:38:15
1803-1030	M1	12:33:00 PM	12:42:41 PM	0:09:41	1801-0197	M1	11:50:12 AM	12:28:23 PM	0:38:11
1812-0798	M1	3:31:50 PM	3:41:29 PM	0:09:39	1809-0897	M2	5:23:33 PM	6:01:40 PM	0:38:07
1804-0233	M1	4:43:06 AM	4:52:42 AM	0:09:36	1812-1717	M2	3:13:07 PM	3:50:44 PM	0:37:37
1803-0265	M3	1:49:21 PM	1:58:56 PM	0:09:35	1805-2550	M2	2:12:54 PM	2:50:28 PM	0:37:34
1805-1511	M1	2:50:21 PM	2:59:56 PM	0:09:35	1805-0123	M3	11:36:15 AM	12:13:34 PM	0:37:19
1803-2292	M3	12:22:28 PM	12:32:01 PM	0:09:33	1806-1961	M1	1:29:57 PM	2:06:47 PM	0:36:50
1803-2115	M3	12:57:53 PM	1:07:26 PM	0:09:33	1803-1427	M3	11:32:38 AM	12:09:19 PM	0:36:41
1804-0833	M1	7:15:20 AM	7:24:52 AM	0:09:32	1809-1348	M2	9:20:21 PM	9:55:49 PM	0:35:28
1802-0911	M1	1:51:01 PM	2:00:33 PM	0:09:32	1809-2400	M3	4:02:18 PM	4:37:33 PM	0:35:15
1802-1626	M3	3:05:38 PM	3:15:09 PM	0:09:31	1807-2247	M2	12:04:33 PM	12:39:44 PM	0:35:11
1803-0373	M2	4:33:47 PM	4:43:18 PM	0:09:31	1804-1562	M2	2:37:23 PM	3:12:31 PM	0:35:08
1803-0509	M2	3:24:30 PM	3:34:00 PM	0:09:30	1805-0039	M2	4:41:26 PM	5:16:33 PM	0:35:07
1803-1557	M2	4:25:20 PM	4:34:48 PM	0:09:28	1803-0388	M2	9:08:40 PM	9:43:38 PM	0:34:58
1810-1119	M3	2:29:13 PM	2:38:40 PM	0:09:27	1805-1415	M3	4:37:16 PM	5:11:22 PM	0:34:06
1812-2111	M1	2:37:23 PM	2:46:48 PM	0:09:25	1802-0989	M1	1:21:35 PM	1:55:16 PM	0:33:41
1801-0379	M1	9:07:18 AM	9:16:41 AM	0:09:23	1802-1361	M2	11:23:15 AM	11:56:40 AM	0:33:25
1801-0379	M3	9:07:18 AM	9:16:41 AM	0:09:23	1812-0366	M3	1:01:30 PM	1:33:58 PM	0:32:28
1801-1735	M1	1:49:59 PM	1:59:21 PM	0:09:22	1807-2121	M3	4:09:51 PM	4:41:48 PM	0:31:57
1808-1672	M3	4:25:21 PM	4:34:41 PM	0:09:20	1801-1935	M1	11:45:19 AM	12:17:06 PM	0:31:47
1803-1682	M1	2:56:53 PM	3:06:13 PM	0:09:20	1802-2345	M2	2:38:31 PM	3:10:03 PM	0:31:32
1801-1952	M1	2:29:18 PM	2:38:37 PM	0:09:19	1809-1625	M1	5:06:43 PM	5:38:04 PM	0:31:21
1802-2001	M1	12:15:18 PM	12:24:37 PM	0:09:19	1810-2200	M3	2:56:44 PM	3:28:05 PM	0:31:21
1803-2111	M2	11:45:04 AM	11:54:23 AM	0:09:19	1807-0071	M2	4:13:27 PM	4:44:46 PM	0:31:19
1807-2003	M3	2:14:08 AM	2:23:27 AM	0:09:19	1811-1678	M3	4:59:58 AM	5:30:50 AM	0:30:52
1803-1694	M1	3:57:27 PM	4:06:40 PM	0:09:13	1804-1647	M2	11:25:24 AM	11:56:02 AM	0:30:38
1807-0098	M2	8:25:56 PM	8:35:09 PM	0:09:13	1810-0904	M2	3:37:18 PM	4:07:39 PM	0:30:21
1807-0531	M1	7:22:34 PM	7:31:44 PM	0:09:10	1803-1244	M1	11:23:33 AM	11:53:52 AM	0:30:19
1805-1581	M1	12:44:22 AM	12:53:28 AM	0:09:06	1807-3171	M2	9:44:48 PM	10:15:01 PM	0:30:13
1809-1019	M3	8:20:47 PM	8:29:52 PM	0:09:05	1808-0234	M3	5:14:32 AM	5:44:32 AM	0:30:00
1803-2596	M2	2:21:13 PM	2:30:17 PM	0:09:04	1803-1538	M3	10:36:51 AM	11:06:39 AM	0:29:48
1810-2305	M1	10:36:41 AM	10:45:45 AM	0:09:04	1811-1583	M3	5:30:47 PM	6:00:14 PM	0:29:27
1803-1040	M3	1:46:04 PM	1:55:07 PM	0:09:03	1808-2315	M3	12:55:13 PM	1:24:33 PM	0:29:20
1803-1891	M1	11:41:44 AM	11:50:47 AM	0:09:03	1803-1892	M2	11:57:40 AM	12:26:46 PM	0:29:06
1803-2114	M2	12:58:24 PM	1:07:27 PM	0:09:03	1803-0490	M3	11:02:05 AM	11:31:09 AM	0:29:04
1802-2094	M1	4:21:44 PM	4:30:44 PM	0:09:00	1804-0861	M1	4:10:23 PM	4:39:12 PM	0:28:49
1802-1232	M2	4:59:57 PM	5:08:55 PM	0:08:58	1806-2964	M1	1:28:54 PM	1:57:30 PM	0:28:36
1802-1279	M2	12:15:34 PM	12:24:29 PM	0:08:55	1803-0853	M1	12:40:12 PM	1:08:40 PM	0:28:28
1807-2753	M1	8:39:45 AM	8:48:39 AM	0:08:54	1811-0032	M1	11:54:11 AM	12:22:25 PM	0:28:14
1802-0039	M3	2:41:08 PM	2:49:52 PM	0:08:44	1802-1364	M2	2:02:29 PM	2:30:13 PM	0:27:44
1809-2603	M1	3:20:27 AM	3:29:11 AM	0:08:44	1809-0879	M2	12:36:45 PM	1:04:10 PM	0:27:25
1812-0853	M1	4:54:10 AM	5:02:52 AM	0:08:42	1803-2121	M2	1:52:49 PM	2:19:55 PM	0:27:06
1811-1554	M1	10:45:22 AM	10:54:03 AM	0:08:41	1803-2460	M3	10:40:17 PM	11:07:23 PM	0:27:06
1803-1269	M2	3:54:43 PM	4:03:21 PM	0:08:38	1804-2228	M1	11:56:22 PM	12:23:25 AM	0:27:03
1802-1833	M3	2:33:07 PM	2:41:43 PM	0:08:36	1803-0582	M1	1:50:06 PM	2:16:46 PM	0:26:40
1804-1493	M2	3:18:40 PM	3:27:16 PM	0:08:36	1805-0032	M2	1:11:42 PM	1:38:22 PM	0:26:40
1804-0803	M1	7:38:50 PM	7:47:25 PM	0:08:35	1802-1521	M1	2:21:07 PM	2:47:39 PM	0:26:32
1804-1804	M1	1:30:51 PM	1:39:23 PM	0:08:32	1804-0350	M2	3:08:16 PM	3:34:15 PM	0:25:59
1806-1623	M1	2:12:46 AM	2:21:16 AM	0:08:30	1810-1883	M3	9:22:36 PM	9:48:31 PM	0:25:55
1805-1895	M3	2:56:43 PM	3:05:11 PM	0:08:28	1803-1603	M1	1:01:47 PM	1:27:35 PM	0:25:48
1802-1649	M3	6:53:56 PM	7:02:23 PM	0:08:27	1808-1222	M2	4:03:22 PM	4:29:09 PM	0:25:47
1801-1022	M3	2:54:05 PM	3:02:31 PM	0:08:26	1810-2316	M1	11:54:19 AM	12:20:00 PM	0:25:41
1805-2462	M3	10:59:38 AM	11:08:04 AM	0:08:26	1801-2430	M2	3:21:44 PM	3:47:24 PM	0:25:40
1806-1516	M3	10:37:22 AM	10:45:46 AM	0:08:24	1803-2425	M1	6:27:46 PM	6:53:25 PM	0:25:39
1801-0885	M1	12:37:44 AM	12:46:07 AM	0:08:23	1801-0060	M2	5:48:22 AM	6:13:57 AM	0:25:35
1809-0943	M2	7:49:22 AM	7:57:45 AM	0:08:23	1808-2564	M2	9:52:19 PM	10:17:47 PM	0:25:28
1802-0318	M2	1:37:28 PM	1:45:46 PM	0:08:18	1801-1838	M2	12:31:45 PM	12:56:34 PM	0:24:49
1802-0550	M1	4:21:50 PM	4:30:08 PM	0:08:18	1810-0194	M1	2:08:33 PM	2:33:05 PM	0:24:32
1807-0021	M1	6:00:04 AM	6:08:21 AM	0:08:17	1802-1614	M1	12:47:07 PM	1:11:31 PM	0:24:24
1811-0720	M3	3:53:24 AM	4:01:40 AM	0:08:16	1809-1922	M2	12:02:52 PM	12:27:12 PM	0:24:20
1803-0772	M3	3:31:36 PM	3:39:48 PM	0:08:12	1812-1091	M2	8:05:13 AM	8:29:25 AM	0:24:12
1806-2783	M1	4:52:30 PM	5:00:37 PM	0:08:07	1802-1607	M3	10:44:48 AM	11:08:54 AM	0:24:06

1807-1290	M1	5:28:56 PM	5:37:01 PM	0:08:05	1802-0801	M2	11:59:48 AM	12:23:52 PM	0:24:04
1809-2171	M1	11:50:25 PM	11:58:30 PM	0:08:05	1801-1241	M3	5:37:17 PM	6:00:55 PM	0:23:38
1802-0996	M3	3:09:13 PM	3:17:17 PM	0:08:04	1810-0534	M2	4:15:00 PM	4:38:31 PM	0:23:31
1801-0129	M3	5:35:20 PM	5:43:23 PM	0:08:03	1807-2979	M2	12:01:36 PM	12:24:57 PM	0:23:21
1806-0009	M1	1:45:46 AM	1:53:49 AM	0:08:03	1803-1154	M1	11:22:10 PM	11:45:26 PM	0:23:16
1806-3220	M3	3:33:47 PM	3:41:48 PM	0:08:01	1808-1880	M2	12:51:17 PM	1:14:20 PM	0:23:03
1812-1134	M2	1:55:50 PM	2:03:50 PM	0:08:00	1801-2239	M2	2:54:31 PM	3:17:22 PM	0:22:51
1810-1663	M3	8:28:00 PM	8:35:58 PM	0:07:58	1801-0089	M2	11:42:39 AM	12:05:29 PM	0:22:50
1812-2147	M3	11:37:33 PM	11:45:31 PM	0:07:58	1808-1556	M1	2:34:27 PM	2:57:08 PM	0:22:41
1810-1513	M1	5:08:14 PM	5:16:11 PM	0:07:57	1802-0894	M2	3:00:47 PM	3:23:25 PM	0:22:38
1810-1513	M3	5:08:14 PM	5:16:11 PM	0:07:57	1802-1510	M2	12:57:41 PM	1:20:11 PM	0:22:30
1802-0323	M3	2:48:15 PM	2:56:10 PM	0:07:55	1801-0218	M1	2:22:25 PM	2:44:54 PM	0:22:29
1808-1661	M3	2:38:38 PM	2:46:33 PM	0:07:55	1811-1332	M2	12:04:53 PM	12:27:22 PM	0:22:29
1804-1970	M1	2:46:15 PM	2:54:09 PM	0:07:54	1801-0721	M3	2:46:50 PM	3:09:12 PM	0:22:22
1803-0412	M1	3:52:22 AM	4:00:16 AM	0:07:54	1806-1060	M2	1:29:57 PM	1:52:15 PM	0:22:18
1808-3117	M2	2:24:55 PM	2:32:48 PM	0:07:53	1803-2332	M3	7:51:40 PM	8:13:55 PM	0:22:15
1808-2221	M3	9:27:12 AM	9:35:04 AM	0:07:52	1804-0948	M1	1:49:04 PM	2:11:11 PM	0:22:07
1801-2392	M3	7:41:10 AM	7:49:02 AM	0:07:52	1802-0324	M2	2:58:49 PM	3:20:46 PM	0:21:57
1807-1331	M1	3:39:54 AM	3:47:45 AM	0:07:51	1808-0248	M1	10:42:07 AM	11:04:00 AM	0:21:53
1809-0860	M3	9:37:15 AM	9:45:06 AM	0:07:51	1807-2085	M2	10:45:32 PM	11:07:22 PM	0:21:50
1809-1854	M1	10:42:54 AM	10:50:43 AM	0:07:49	1803-1340	M2	1:14:00 PM	1:35:48 PM	0:21:48
1812-1302	M3	5:16:30 AM	5:24:19 AM	0:07:49	1803-2324	M3	4:05:12 PM	4:26:59 PM	0:21:47
1804-0566	M3	3:03:24 AM	3:11:11 AM	0:07:47	1803-1452	M3	2:52:52 PM	3:14:17 PM	0:21:25
1805-0612	M3	4:27:03 PM	4:34:50 PM	0:07:47	1805-1641	M2	4:01:06 PM	4:22:25 PM	0:21:19
1804-0526	M2	8:08:58 PM	8:16:40 PM	0:07:42	1802-1724	M3	4:00:56 PM	4:22:11 PM	0:21:15
1804-2198	M1	2:09:00 PM	2:16:42 PM	0:07:42	1810-2001	M2	12:00:52 PM	12:22:03 PM	0:21:11
1803-2364	M1	7:04:08 AM	7:11:49 AM	0:07:41	1807-2772	M2	1:10:11 PM	1:31:21 PM	0:21:10
1811-1845	M2	10:19:49 AM	10:27:30 AM	0:07:41	1806-2180	M2	5:30:27 PM	5:51:31 PM	0:21:04
1801-2181	M3	12:23:57 AM	12:31:38 AM	0:07:41	1807-1337	M3	9:10:28 AM	9:31:32 AM	0:21:04
1806-2156	M2	12:58:33 PM	1:06:13 PM	0:07:40	1810-1994	M1	10:35:13 AM	10:56:01 AM	0:20:48
1805-0134	M1	12:55:41 PM	1:03:20 PM	0:07:39	1801-1844	M3	1:29:46 PM	1:50:33 PM	0:20:47
1802-1186	M3	10:58:53 PM	11:06:29 PM	0:07:36	1802-1273	M3	10:57:18 AM	11:18:01 AM	0:20:43
1807-0589	M1	11:33:35 PM	11:41:08 PM	0:07:33	1803-0682	M2	4:51:21 PM	5:12:01 PM	0:20:40
1804-1361	M1	12:44:45 AM	12:52:18 AM	0:07:33	1804-0945	M2	12:47:33 PM	1:08:11 PM	0:20:38
1805-1798	M3	10:49:14 AM	10:56:47 AM	0:07:33	1811-0386	M1	11:42:13 AM	12:02:47 PM	0:20:34
1808-0504	M2	10:00:29 AM	10:08:02 AM	0:07:33	1803-0535	M2	10:45:48 PM	11:06:19 PM	0:20:31
1802-0110	M1	12:22:33 PM	12:30:05 PM	0:07:32	1801-2657	M7	8:18:42 PM	8:39:09 PM	0:20:27
1803-1021	M1	11:24:17 AM	11:31:49 AM	0:07:32	1812-0785	M1	1:01:30 PM	1:21:54 PM	0:20:24
1807-0652	M1	12:35:29 PM	12:43:01 PM	0:07:32	1811-1699	M2	1:24:46 PM	1:44:53 PM	0:20:07
1809-1049	M1	9:30:10 AM	9:37:40 AM	0:07:30	1802-1067	M3	2:00:39 PM	2:20:43 PM	0:20:04
1802-1490	M3	10:12:12 AM	10:19:41 AM	0:07:29	1806-2724	M3	5:54:29 AM	6:14:19 AM	0:19:50
1810-0267	M1	3:04:46 PM	3:12:15 PM	0:07:29	1801-2524	M3	12:39:43 PM	12:59:11 PM	0:19:28
1802-0783	M1	7:25:55 AM	7:33:22 AM	0:07:27	1812-1353	M2	4:07:42 PM	4:27:01 PM	0:19:19
1807-0939	M3	7:56:43 AM	8:04:10 AM	0:07:27	1807-2088	M1	2:05:16 AM	2:24:32 AM	0:19:16
1811-0477	M3	11:03:43 PM	11:11:10 PM	0:07:27	1806-0842	M1	9:11:15 PM	9:30:26 PM	0:19:11
1803-2479	M3	7:47:56 AM	7:55:22 AM	0:07:26	1805-0767	M3	11:24:35 AM	11:43:27 AM	0:18:52
1809-0733	M3	9:15:12 PM	9:22:35 PM	0:07:23	1804-0762	M1	8:57:59 AM	9:16:50 AM	0:18:51
1809-2355	M3	5:00:11 AM	5:07:34 AM	0:07:23	1801-1260	M2	9:07:20 PM	9:25:31 PM	0:18:11
1810-0903	M3	3:22:35 PM	3:29:58 PM	0:07:23	1810-0992	M2	6:14:29 PM	6:32:37 PM	0:18:08
1810-0744	M1	2:05:58 PM	2:13:19 PM	0:07:21	1803-0065	M2	7:15:20 PM	7:33:23 PM	0:18:03
1802-2062	M1	3:40:09 AM	3:47:28 AM	0:07:19	1809-0314	M2	2:37:38 PM	2:55:39 PM	0:18:01
1802-1509	M3	12:55:09 PM	1:02:28 PM	0:07:19	1804-2196	M3	5:18:27 PM	5:36:27 PM	0:18:00
1804-1537	M3	9:37:49 AM	9:45:04 AM	0:07:15	1808-0111	M2	12:01:08 PM	12:19:06 PM	0:17:58
1804-0687	M1	11:20:12 AM	11:27:26 AM	0:07:14	1802-1641	M3	5:01:38 PM	5:19:35 PM	0:17:57
1805-0921	M1	3:04:35 AM	3:11:49 AM	0:07:14	1812-1909	M2	2:52:39 PM	3:10:36 PM	0:17:57
1812-1575	M3	2:13:53 PM	2:21:06 PM	0:07:13	1811-0205	M2	2:17:22 PM	2:35:11 PM	0:17:49
1803-1329	M1	11:00:29 AM	11:07:40 AM	0:07:11	1801-2702	M2	12:34:12 PM	12:51:55 PM	0:17:43
1808-3011	M1	4:01:09 AM	4:08:20 AM	0:07:11	1806-0642	M1	8:17:20 PM	8:34:59 PM	0:17:39
1803-1471	M1	6:39:43 PM	6:46:53 PM	0:07:10	1807-2485	M2	12:00:07 PM	12:17:34 PM	0:17:27
1806-0752	M1	2:40:01 AM	2:47:11 AM	0:07:10	1802-1947	M2	10:41:51 PM	10:59:15 PM	0:17:24
1806-1296	M3	4:14:26 AM	4:21:35 AM	0:07:09	1808-1082	M2	2:27:01 PM	2:44:23 PM	0:17:22
1805-0232	M1	4:49:33 PM	4:56:39 PM	0:07:06	1809-0055	M2	12:48:43 PM	1:06:00 PM	0:17:17
1808-1538	M3	10:25:35 AM	10:32:41 AM	0:07:06	1802-1239	M2	6:23:08 PM	6:40:22 PM	0:17:14
1802-1980	M3	9:49:17 AM	9:56:21 AM	0:07:04	1808-2883	M1	3:14:37 PM	3:31:46 PM	0:17:09
1807-1438	M3	3:51:29 AM	3:58:33 AM	0:07:04	1802-1370	M3	1:12:42 PM	1:29:38 PM	0:16:56
1804-0785	M7	3:06:08 PM	3:13:12 PM	0:07:04	1810-0451	M2	4:07:38 PM	4:24:20 PM	0:16:42
1805-0100	M1	1:56:18 AM	2:03:21 AM	0:07:03	1806-1666	M2	12:37:29 PM	12:54:08 PM	0:16:39
1807-1961	M1	8:14:30 PM	8:21:33 PM	0:07:03	1802-1506	M1	11:49:55 AM	12:06:31 PM	0:16:36
1808-0372	M3	4:09:16 AM	4:16:19 AM	0:07:03	1801-0257	M1	12:29:52 AM	12:46:20 AM	0:16:28
1806-0283	M3	3:23:52 AM	3:30:54 AM	0:07:02	1802-0684	M1	9:45:59 AM	10:02:25 AM	0:16:26
1809-1359	M3	1:47:22 AM	1:54:24 AM	0:07:02	1802-1525	M2	2:17:45 PM	2:34:07 PM	0:16:22
1812-1652	M1	1:34:01 PM	1:41:02 PM	0:07:01	1802-0031	M2	1:32:49 PM	1:49:03 PM	0:16:14
1804-1504	M1	6:11:32 PM	6:18:33 PM	0:07:01	1803-0142	M2	1:43:03 PM	1:59:12 PM	0:16:09
1807-2671	M3	3:11:09 PM	3:18:09 PM	0:07:00	1812-0705	M2	2:31:15 PM	2:47:23 PM	0:16:08
1812-2094	M1	12:08:02 PM	12:15:02 PM	0:07:00	1803-2052	M2	3:23:02 PM	3:39:04 PM	0:16:02
1812-1196	M3	6:49:54 AM	6:56:54 AM	0:07:00	1803-2193	M3	11:32:09 AM	11:48:05 AM	0:15:56
1806-1345	M1	2:22:01 PM	2:29:00 PM	0:06:59	1807-0162	M3	12:54:34 PM	1:10:19 PM	0:15:45
1803-1523	M1	4:12:33 AM	4:19:31 AM	0:06:58	1812-1303	M2	7:59:38 AM	8:15:21 AM	0:15:43
1806-2107	M1	12:13:42 AM	12:20:38 AM	0:06:56	1804-1801	M2	12:57:22 PM	1:13:00 PM	0:15:38
1812-0566	M1	5:50:52 AM	5:57:48 AM	0:06:56	1803-1426	M1	11:17:57 AM	11:33:33 AM	0:15:36
1812-1639	M3	10:51:24 AM	10:58:20 AM	0:06:56	1801-1934	M3	11:09:17 AM	11:24:50 AM	0:15:33

1808-0480	M1	2:10:37 AM	2:17:32 AM	0:06:55	1807-1770	M1	2:31:28 PM	2:46:45 PM	0:15:17
1807-2852	M1	4:26:33 AM	4:33:27 AM	0:06:54	1803-0786	M1	6:18:11 PM	6:33:24 PM	0:15:13
1809-2598	M3	1:15:42 AM	1:22:36 AM	0:06:54	1804-0178	M2	3:58:46 PM	4:13:57 PM	0:15:11
1812-2928	M3	9:35:29 PM	9:42:23 PM	0:06:54	1804-1218	M1	12:52:38 PM	1:07:48 PM	0:15:10
1807-3142	M1	6:24:17 PM	6:31:09 PM	0:06:52	1802-0691	M3	11:36:16 AM	11:51:20 AM	0:15:04
1805-2602	M1	1:44:07 AM	1:50:58 AM	0:06:51	1801-0911	M3	11:42:32 AM	11:57:17 AM	0:14:45
1812-2001	M1	11:42:02 AM	11:48:53 AM	0:06:51	1802-0112	M2	12:54:13 PM	1:08:49 PM	0:14:36
1805-0022	M1	10:57:33 AM	11:04:23 AM	0:06:50	1807-2035	M2	2:59:38 PM	3:14:06 PM	0:14:28
1806-0527	M1	4:20:10 PM	4:27:00 PM	0:06:50	1812-1564	M3	11:40:23 AM	11:54:45 AM	0:14:22
1803-0944	M3	3:02:46 PM	3:09:35 PM	0:06:49	1802-1501	M3	11:28:21 AM	11:42:29 AM	0:14:08
1806-1726	M1	10:12:14 PM	10:19:03 PM	0:06:49	1812-1426	M3	1:18:48 PM	1:32:54 PM	0:14:06
1810-1022	M3	5:22:10 AM	5:28:58 AM	0:06:48	1808-1206	M2	12:35:31 PM	12:49:35 PM	0:14:04
1806-1490	M1	10:25:19 PM	10:32:06 PM	0:06:47	1801-1727	M2	12:28:32 PM	12:42:22 PM	0:13:50
1801-2344	M1	3:51:47 PM	3:58:34 PM	0:06:47	1802-2018	M2	3:28:10 PM	3:40:22 PM	0:12:12
1807-0617	M3	2:43:35 AM	2:50:21 AM	0:06:46	1802-1999	M2	12:09:28 PM	12:20:00 PM	0:10:32
1809-2437	M3	11:07:47 PM	11:14:33 PM	0:06:46					
1809-1919	M1	10:58:14 AM	11:04:58 AM	0:06:44					
1803-0418	M3	6:33:41 AM	6:40:24 AM	0:06:43					
1804-0931	M3	10:48:33 AM	10:55:15 AM	0:06:42					
1804-1252	M3	3:59:01 AM	4:05:43 AM	0:06:42					
1809-0251	M1	10:39:09 PM	10:45:51 PM	0:06:42					
1802-0358	M3	1:26:33 AM	1:33:14 AM	0:06:41					
1802-0825	M3	4:28:39 PM	4:35:19 PM	0:06:40					
1805-0451	M3	2:54:17 PM	3:00:57 PM	0:06:40					
1804-0019	M3	5:17:58 AM	5:24:36 AM	0:06:38					
1804-1728	M3	3:02:17 AM	3:08:55 AM	0:06:38					
1801-0815	M1	11:16:17 PM	11:22:54 PM	0:06:37					
1812-0403	M3	1:26:04 AM	1:32:40 AM	0:06:36					
1803-1502	M1	11:12:27 PM	11:19:02 PM	0:06:35					
1802-0627	M3	10:39:16 AM	10:45:50 AM	0:06:34					
1807-1229	M1	3:28:09 AM	3:34:42 AM	0:06:33					
1809-0685	M2	12:19:34 PM	12:26:06 PM	0:06:32					
1810-0192	M1	1:14:31 PM	1:21:03 PM	0:06:32					
1808-1840	M1	1:51:42 AM	1:58:14 AM	0:06:32					
1812-0906	M3	1:04:38 AM	1:11:10 AM	0:06:32					
1802-1944	M1	9:34:00 PM	9:40:31 PM	0:06:31					
1804-0014	M1	3:56:12 AM	4:02:43 AM	0:06:31					
1805-1278	M1	12:20:37 AM	12:27:08 AM	0:06:31					
1808-1923	M1	6:49:29 PM	6:56:00 PM	0:06:31					
1812-0612	M3	3:32:18 PM	3:38:49 PM	0:06:31					
1810-0938	M1	12:04:19 AM	12:10:50 AM	0:06:31					
1812-2812	M3	11:32:16 PM	11:38:47 PM	0:06:31					
1803-0382	M3	7:31:20 PM	7:37:50 PM	0:06:30					
1810-0748	M1	1:44:05 PM	1:50:35 PM	0:06:30					
1804-0814	M7	9:21:54 PM	9:28:23 PM	0:06:29					
1804-1289	M3	12:04:21 AM	12:10:50 AM	0:06:29					
1803-0442	M1	3:18:07 PM	3:24:35 PM	0:06:28					
1811-1871	M2	4:18:37 PM	4:25:05 PM	0:06:28					
1802-0092	M1	5:37:15 AM	5:43:43 AM	0:06:28					
1810-0006	M1	7:20:29 AM	7:26:56 AM	0:06:27					
1809-0998	M1	4:46:34 PM	4:53:00 PM	0:06:26					
1810-1780	M1	5:17:35 PM	5:24:01 PM	0:06:26					
1810-1780	M3	5:17:35 PM	5:24:01 PM	0:06:26					
1812-2685	M2	11:40:54 AM	11:47:20 AM	0:06:26					
1801-2674	M1	2:22:32 AM	2:28:58 AM	0:06:26					
1802-0921	M1	6:03:31 PM	6:09:57 PM	0:06:26					
1809-0995	M3	4:14:56 PM	4:21:21 PM	0:06:25					
1803-0430	M3	11:14:50 AM	11:21:14 AM	0:06:24					
1807-2724	M1	12:00:05 AM	12:06:28 AM	0:06:23					
1802-0689	M2	11:24:00 AM	11:30:22 AM	0:06:22					
1807-2747	M1	7:34:12 AM	7:40:34 AM	0:06:22					
1810-1475	M3	2:53:03 AM	2:59:25 AM	0:06:22					
1810-1879	M3	7:39:06 PM	7:45:28 PM	0:06:22					
1812-1279	M1	10:15:39 PM	10:22:01 PM	0:06:22					
1801-2604	M1	1:57:52 AM	2:04:13 AM	0:06:21					
1807-1978	M3	10:51:00 PM	10:57:21 PM	0:06:21					
1808-0368	M2	3:33:12 AM	3:39:33 AM	0:06:21					
1812-2022	M1	2:30:43 PM	2:37:04 PM	0:06:21					
1806-1096	M2	7:11:38 PM	7:17:58 PM	0:06:20					
1808-1416	M1	10:07:15 AM	10:13:35 AM	0:06:20					
1801-0059	M3	5:05:06 AM	5:11:25 AM	0:06:19					
1803-0547	M1	3:11:48 AM	3:18:07 AM	0:06:19					
1804-0737	M1	10:41:34 PM	10:47:53 PM	0:06:19					
1807-0792	M1	12:14:24 PM	12:20:43 PM	0:06:19					
1807-2045	M1	4:18:39 PM	4:24:58 PM	0:06:19					
1810-1249	M3	12:39:02 PM	12:45:19 PM	0:06:17					
1807-2700	M3	8:51:49 PM	8:58:06 PM	0:06:17					
1807-1472	M1	12:43:25 PM	12:49:41 PM	0:06:16					
1801-0719	M1	2:42:13 PM	2:48:29 PM	0:06:16					
1803-1601	M2	11:50:11 AM	11:56:26 AM	0:06:15					
1805-1281	M3	2:33:56 AM	2:40:11 AM	0:06:15					

1812-1984	M1	6:36:33 AM	6:42:48 AM	0:06:15
1801-1446	M1	10:49:56 PM	10:56:10 PM	0:06:14
1802-0799	M3	11:50:34 AM	11:56:48 AM	0:06:14
1808-3147	M3	8:56:26 PM	9:02:40 PM	0:06:14
1801-2613	M3	9:13:01 AM	9:19:14 AM	0:06:13
1806-0164	M1	5:57:46 AM	6:03:59 AM	0:06:13
1807-0004	M3	12:56:59 AM	1:03:12 AM	0:06:13
1807-0386	M1	12:03:10 AM	12:09:22 AM	0:06:12
1807-3057	M2	11:20:39 PM	11:26:51 PM	0:06:12
1807-3144	M3	6:53:33 PM	6:59:45 PM	0:06:12
1807-3158	M1	8:31:26 PM	8:37:38 PM	0:06:12
1810-2188	M3	12:06:46 PM	12:12:58 PM	0:06:12
1810-2343	M3	9:42:26 PM	9:48:38 PM	0:06:12
1803-1014	M3	10:53:07 AM	10:59:18 AM	0:06:11
1805-0270	M1	7:41:17 AM	7:47:28 AM	0:06:11
1805-1251	M3	1:47:47 PM	1:53:58 PM	0:06:11
1812-2536	M1	12:42:37 PM	12:48:47 PM	0:06:10
1807-1546	M3	2:53:52 AM	3:00:02 AM	0:06:10
1801-1059	M1	11:02:23 PM	11:08:32 PM	0:06:09
1809-1439	M1	8:45:10 PM	8:51:19 PM	0:06:09
1801-0203	M3	12:29:44 PM	12:35:53 PM	0:06:09
1801-1203	M3	11:20:02 AM	11:26:11 AM	0:06:09
1804-0756	M3	5:20:21 AM	5:26:30 AM	0:06:09
1805-0746	M3	3:55:49 AM	4:01:58 AM	0:06:09
1805-2255	M1	9:49:07 PM	9:55:15 PM	0:06:08
1812-2528	M3	10:45:11 AM	10:51:19 AM	0:06:08
1812-2565	M2	3:39:10 PM	3:45:18 PM	0:06:08
1803-2359	M3	3:17:10 AM	3:23:17 AM	0:06:07
1812-2428	M1	4:08:55 PM	4:15:02 PM	0:06:07
1804-2248	M1	10:50:00 AM	10:56:07 AM	0:06:07
1808-0147	M1	2:42:51 PM	2:48:57 PM	0:06:06
1803-0828	M1	3:55:47 AM	4:01:52 AM	0:06:05
1810-2078	M1	2:27:48 AM	2:33:53 AM	0:06:05
1808-0942	M1	8:42:45 AM	8:48:50 AM	0:06:05
1804-0727	M3	8:40:51 PM	8:46:54 PM	0:06:03
1807-2147	M1	2:11:32 PM	2:17:35 PM	0:06:03
1802-0003	M1	3:09:45 AM	3:15:47 AM	0:06:02
1807-2324	M1	4:20:26 AM	4:26:28 AM	0:06:02
1803-1865	M3	11:29:56 PM	11:35:58 PM	0:06:02
1803-2013	M1	9:42:00 PM	9:48:02 PM	0:06:02
1806-0987	M1	8:27:57 PM	8:33:59 PM	0:06:02
1811-0838	M3	1:56:13 PM	2:02:15 PM	0:06:02
1805-0965	M2	6:35:21 PM	6:41:22 PM	0:06:01
1807-1231	M1	5:05:44 AM	5:11:45 AM	0:06:01
1808-2938	M2	6:21:59 AM	6:28:00 AM	0:06:01
1801-2667	M3	11:32:27 PM	11:38:27 PM	0:06:00
1803-2112	M1	11:46:28 AM	11:52:28 AM	0:06:00
1812-0542	M3	9:46:31 PM	9:52:31 PM	0:06:00
1812-0915	M1	5:32:46 AM	5:38:46 AM	0:06:00
1801-2507	M3	10:47:40 AM	10:53:39 AM	0:05:59
1806-1702	M1	6:46:29 PM	6:52:28 PM	0:05:59
1803-1091	M3	5:15:53 AM	5:21:51 AM	0:05:58
1803-1403	M1	1:50:56 AM	1:56:54 AM	0:05:58
1804-2179	M3	10:48:30 AM	10:54:28 AM	0:05:58
1806-3266	M1	11:38:40 PM	11:44:38 PM	0:05:58
1808-3356	M3	9:56:55 PM	10:02:53 PM	0:05:58
1812-1634	M1	9:37:00 AM	9:42:58 AM	0:05:58
1810-2088	M3	6:14:19 AM	6:20:17 AM	0:05:58
1804-0005	M1	12:37:36 AM	12:43:33 AM	0:05:57
1812-1130	M3	1:36:49 PM	1:42:46 PM	0:05:57
1803-0114	M1	10:09:23 AM	10:15:19 AM	0:05:56
1803-1043	M2	2:33:52 PM	2:39:48 PM	0:05:56
1804-2118	M1	2:57:21 PM	3:03:17 PM	0:05:56
1807-1803	M3	6:27:35 PM	6:33:31 PM	0:05:56
1807-3178	M1	10:27:46 PM	10:33:42 PM	0:05:56
1807-0979	M1	2:54:30 PM	3:00:25 PM	0:05:55
1811-0212	M3	5:03:15 PM	5:09:10 PM	0:05:55
1807-0960	M2	1:10:00 PM	1:15:54 PM	0:05:54
1808-0931	M1	3:02:46 AM	3:08:40 AM	0:05:54
1808-1555	M3	2:23:27 PM	2:29:21 PM	0:05:54
1812-1263	M3	5:54:07 PM	6:00:01 PM	0:05:54
1804-1052	M1	4:37:08 PM	4:43:02 PM	0:05:54
1806-0210	M1	4:25:05 PM	4:30:59 PM	0:05:54
1804-0138	M3	2:23:15 AM	2:29:08 AM	0:05:53
1806-0697	M3	1:05:24 PM	1:11:17 PM	0:05:53
1808-2031	M1	6:58:18 PM	7:04:11 PM	0:05:53
1809-0613	M1	5:39:29 PM	5:45:22 PM	0:05:53
1809-1512	M1	2:07:02 PM	2:12:55 PM	0:05:53
1806-2624	M3	3:54:02 AM	3:59:54 AM	0:05:52
1801-0941	M3	5:47:12 PM	5:53:04 PM	0:05:52
1809-1568	M1	1:49:04 AM	1:54:56 AM	0:05:52

1801-0546	M1	11:17:38 PM	11:23:29 PM	0:05:51
1801-0921	M3	1:16:32 PM	1:22:23 PM	0:05:51
1807-0110	M1	10:00:41 PM	10:06:32 PM	0:05:51
1809-0937	M3	4:48:54 AM	4:54:45 AM	0:05:51
1801-1629	M1	10:11:46 AM	10:17:37 AM	0:05:51
1803-1715	M1	12:13:49 AM	12:19:40 AM	0:05:51
1802-1291	M1	2:49:59 PM	2:55:49 PM	0:05:50
1806-2237	M1	1:23:19 AM	1:29:09 AM	0:05:50
1809-2516	M1	5:07:48 AM	5:13:38 AM	0:05:50
1806-0665	M3	12:02:34 AM	12:08:23 AM	0:05:49
1808-1426	M1	11:07:36 AM	11:13:25 AM	0:05:49
1808-2400	M3	5:20:07 AM	5:25:56 AM	0:05:49
1810-0417	M3	4:16:03 AM	4:21:52 AM	0:05:49
1811-1220	M1	3:41:23 AM	3:47:12 AM	0:05:49
1810-1437	M1	3:37:52 PM	3:43:40 PM	0:05:48
1804-0317	M1	6:44:23 AM	6:50:11 AM	0:05:48
1804-1269	M1	4:00:04 PM	4:05:52 PM	0:05:48
1805-2703	M3	8:57:49 AM	9:03:37 AM	0:05:48
1801-2420	M1	2:03:35 PM	2:09:22 PM	0:05:47
1805-2439	M3	4:15:36 AM	4:21:23 AM	0:05:47
1810-0794	M1	7:44:26 AM	7:50:13 AM	0:05:47
1811-0660	M1	3:56:28 AM	4:02:15 AM	0:05:47
1806-1393	M3	9:40:00 PM	9:45:46 PM	0:05:46
1801-0318	M1	3:30:14 PM	3:35:59 PM	0:05:45
1802-2153	M3	7:36:14 AM	7:41:59 AM	0:05:45
1806-1501	M1	1:26:06 AM	1:31:51 AM	0:05:45
1806-2015	M1	4:42:35 AM	4:48:20 AM	0:05:45
1810-0310	M3	11:32:18 PM	11:38:03 PM	0:05:45
1810-0343	M1	11:39:59 AM	11:45:44 AM	0:05:45
1803-0340	M3	8:12:31 AM	8:18:15 AM	0:05:44
1812-2174	M3	11:25:19 AM	11:31:03 AM	0:05:44
1803-2170	M3	3:43:36 AM	3:49:19 AM	0:05:43
1809-2347	M3	1:48:00 AM	1:53:43 AM	0:05:43
1811-1062	M1	3:17:33 PM	3:23:16 PM	0:05:43
1812-2156	M1	6:07:34 AM	6:13:17 AM	0:05:43
1805-1687	M1	1:14:44 AM	1:20:27 AM	0:05:43
1807-0898	M1	10:59:22 PM	11:05:05 PM	0:05:43
1811-1642	M3	1:22:58 PM	1:28:41 PM	0:05:43
1812-0894	M3	9:00:51 PM	9:06:34 PM	0:05:43
1805-0332	M1	11:13:09 PM	11:18:51 PM	0:05:42
1811-1620	M3	7:21:26 AM	7:27:08 AM	0:05:42
1807-2629	M3	9:53:59 AM	9:59:41 AM	0:05:42
1804-0112	M3	4:06:46 PM	4:12:27 PM	0:05:41
1806-0471	M1	5:12:46 AM	5:18:27 AM	0:05:41
1812-2162	M3	8:37:57 AM	8:43:38 AM	0:05:41
1804-0540	M1	10:34:42 PM	10:40:22 PM	0:05:40
1805-0991	M3	11:07:14 PM	11:12:54 PM	0:05:40
1808-0619	M1	10:52:56 AM	10:58:36 AM	0:05:40
1808-1403	M1	2:46:52 AM	2:52:32 AM	0:05:40
1808-1812	M1	8:53:54 PM	8:59:34 PM	0:05:40
1809-2268	M1	8:21:27 AM	8:27:07 AM	0:05:40
1810-0490	M3	12:48:08 AM	12:53:48 AM	0:05:40
1804-0588	M3	10:55:55 AM	11:01:35 AM	0:05:40
1802-0051	M2	5:24:03 PM	5:29:42 PM	0:05:39
1802-2140	M3	1:09:25 AM	1:15:04 AM	0:05:39
1805-2289	M3	1:25:04 AM	1:30:43 AM	0:05:39
1808-0711	M3	7:20:18 AM	7:25:57 AM	0:05:39
1808-2989	M1	8:18:25 PM	8:24:04 PM	0:05:39
1810-0894	M3	1:54:57 PM	2:00:36 PM	0:05:39
1811-0839	M1	2:06:01 PM	2:11:39 PM	0:05:38
1802-2108	M1	8:53:25 PM	8:59:03 PM	0:05:38
1811-1809	M1	7:35:47 PM	7:41:25 PM	0:05:38
1802-0734	M3	5:24:51 PM	5:30:28 PM	0:05:37
1803-2406	M1	1:12:55 PM	1:18:32 PM	0:05:37
1804-0767	M3	10:36:27 AM	10:42:04 AM	0:05:37
1805-2476	M1	2:47:14 PM	2:52:51 PM	0:05:37
1801-0801	M1	6:19:24 PM	6:25:00 PM	0:05:36
1801-1392	M1	1:34:21 AM	1:39:57 AM	0:05:36
1804-1352	M1	8:52:52 PM	8:58:28 PM	0:05:36
1806-1030	M3	3:47:34 AM	3:53:10 AM	0:05:36
1806-2630	M2	7:42:07 AM	7:47:43 AM	0:05:36
1808-2247	M1	1:55:03 PM	2:00:39 PM	0:05:36
1810-0732	M3	10:48:12 AM	10:53:48 AM	0:05:36
1803-0483	M1	7:20:10 AM	7:25:45 AM	0:05:35
1808-2327	M1	1:10:29 PM	1:16:04 PM	0:05:35
1803-0504	M1	2:35:51 PM	2:41:25 PM	0:05:34
1808-3167	M1	8:03:48 AM	8:09:22 AM	0:05:34
1803-2354	M1	11:03:09 PM	11:08:42 PM	0:05:33
1806-2593	M1	7:55:21 PM	8:00:54 PM	0:05:33
1812-1692	M1	6:04:17 AM	6:09:50 AM	0:05:33
1804-1745	M3	2:06:24 PM	2:11:57 PM	0:05:33

1804-0553	M3	12:10:42 AM	12:16:14 AM	0:05:32
1807-2254	M3	1:33:56 PM	1:39:28 PM	0:05:32
1808-0978	M1	3:54:31 PM	4:00:03 PM	0:05:32
1802-0414	M1	5:40:17 PM	5:45:48 PM	0:05:31
1807-2008	M1	5:09:59 AM	5:15:30 AM	0:05:31
1807-2649	M2	12:09:28 PM	12:14:59 PM	0:05:31
1801-2029	M1	7:01:13 PM	7:06:43 PM	0:05:30
1805-2472	M1	12:28:18 PM	12:33:48 PM	0:05:30
1807-1847	M3	11:32:59 PM	11:38:29 PM	0:05:30
1808-0001	M1	12:14:54 AM	12:20:24 AM	0:05:30
1802-1007	M3	5:48:39 PM	5:54:08 PM	0:05:29
1808-2311	M3	10:22:14 AM	10:27:43 AM	0:05:29
1801-0569	M1	6:00:04 AM	6:05:33 AM	0:05:29
1808-1947	M1	11:27:45 PM	11:33:14 PM	0:05:29
1802-1600	M1	9:28:06 AM	9:33:34 AM	0:05:28
1804-0572	M1	3:52:41 AM	3:58:09 AM	0:05:28
1804-1304	M1	2:59:14 AM	3:04:42 AM	0:05:28
1806-2541	M3	11:04:27 AM	11:09:55 AM	0:05:28
1807-1267	M1	2:36:33 PM	2:42:01 PM	0:05:28
1807-2402	M3	4:49:39 PM	4:55:07 PM	0:05:28
1807-2547	M3	5:32:43 PM	5:38:11 PM	0:05:28
1808-0506	M1	10:11:49 AM	10:17:17 AM	0:05:28
1809-1534	M3	6:49:53 PM	6:55:21 PM	0:05:28
1810-1819	M1	9:10:57 AM	9:16:25 AM	0:05:28
1811-0480	M1	11:30:24 PM	11:35:52 PM	0:05:28
1811-1207	M3	12:39:18 AM	12:44:46 AM	0:05:28
1802-1759	M1	10:12:25 PM	10:17:52 PM	0:05:27
1806-2060	M1	4:30:56 PM	4:36:23 PM	0:05:27
1801-2633	M1	2:01:17 PM	2:06:44 PM	0:05:27
1803-0410	M3	3:06:55 AM	3:12:22 AM	0:05:27
1806-1300	M3	9:19:38 AM	9:25:05 AM	0:05:27
1801-2497	M3	8:15:39 AM	8:21:05 AM	0:05:26
1803-0398	M1	12:47:14 AM	12:52:40 AM	0:05:26
1806-1739	M1	11:25:39 PM	11:31:05 PM	0:05:26
1808-0769	M1	5:07:50 PM	5:13:16 PM	0:05:26
1809-0476	M1	12:36:47 PM	12:42:13 PM	0:05:26
1810-2281	M1	12:01:10 AM	12:06:36 AM	0:05:26
1808-0666	M3	6:13:01 PM	6:18:27 PM	0:05:26
1812-0454	M2	7:54:32 PM	7:59:58 PM	0:05:26
1803-2502	M1	2:04:06 PM	2:09:31 PM	0:05:25
1805-1513	M3	3:06:28 PM	3:11:53 PM	0:05:25
1806-1504	M3	1:41:51 AM	1:47:16 AM	0:05:25
1808-0605	M1	9:01:08 AM	9:06:33 AM	0:05:25
1802-0340	M1	8:28:04 PM	8:33:28 PM	0:05:24
1805-1937	M1	1:26:13 AM	1:31:37 AM	0:05:24
1808-0798	M1	9:19:46 PM	9:25:10 PM	0:05:24
1808-1629	M3	8:56:38 AM	9:02:02 AM	0:05:24
1812-0773	M1	8:27:56 AM	8:33:20 AM	0:05:24
1801-0235	M3	5:57:03 PM	6:02:27 PM	0:05:24
1806-0626	M3	6:27:59 PM	6:33:23 PM	0:05:24
1804-1358	M3	11:50:24 PM	11:55:47 PM	0:05:23
1806-2302	M3	3:15:16 PM	3:20:39 PM	0:05:23
1811-0153	M1	7:44:45 PM	7:50:08 PM	0:05:23
1803-1347	M1	2:16:17 PM	2:21:39 PM	0:05:22
1804-1854	M3	1:34:44 AM	1:40:06 AM	0:05:22
1810-1707	M1	2:15:07 PM	2:20:29 PM	0:05:22
1802-1228	M1	3:30:54 PM	3:36:16 PM	0:05:22
1806-2866	M3	1:31:35 PM	1:36:57 PM	0:05:22
1807-2183	M1	7:37:26 PM	7:42:48 PM	0:05:22
1805-1590	M3	6:28:28 AM	6:33:49 AM	0:05:21
1808-0670	M1	7:00:05 PM	7:05:26 PM	0:05:21
1801-0746	M3	9:46:22 PM	9:51:43 PM	0:05:21
1811-0832	M3	1:16:13 PM	1:21:34 PM	0:05:21
1803-0532	M1	9:55:07 PM	10:00:27 PM	0:05:20
1805-2411	M1	12:13:13 AM	12:18:33 AM	0:05:20
1806-2414	M3	12:45:48 PM	12:51:08 PM	0:05:20
1812-2941	M1	11:33:50 PM	11:39:10 PM	0:05:20
1804-1244	M1	1:26:48 AM	1:32:07 AM	0:05:19
1808-2153	M1	4:15:25 PM	4:20:44 PM	0:05:19
1806-0315	M1	12:26:43 PM	12:32:02 PM	0:05:19
1810-2226	M3	12:23:35 AM	12:28:54 AM	0:05:19
1812-0975	M3	8:16:45 PM	8:22:04 PM	0:05:19
1808-0584	M2	11:12:43 PM	11:18:01 PM	0:05:18
1812-2885	M3	4:55:45 PM	5:01:03 PM	0:05:18
1802-0608	M3	4:56:09 AM	5:01:27 AM	0:05:18
1801-0092	M3	12:01:45 PM	12:07:02 PM	0:05:17
1801-0565	M3	2:22:18 AM	2:27:35 AM	0:05:17
1803-2253	M1	2:56:00 AM	3:01:17 AM	0:05:17
1804-1531	M1	2:32:30 AM	2:37:47 AM	0:05:17
1805-0171	M3	9:36:48 PM	9:42:05 PM	0:05:17
1810-0346	M2	12:30:30 PM	12:35:47 PM	0:05:17

1812-0750	M1	10:45:18 PM	10:50:35 PM	0:05:17
1802-0186	M1	12:56:03 AM	1:01:19 AM	0:05:16
1804-0403	M1	10:56:28 AM	11:01:44 AM	0:05:16
1806-2111	M3	12:31:14 AM	12:36:30 AM	0:05:16
1802-1383	M1	3:24:21 PM	3:29:37 PM	0:05:16
1804-1851	M1	1:10:17 AM	1:15:33 AM	0:05:16
1807-0631	M1	9:29:15 AM	9:34:30 AM	0:05:15
1812-2811	M1	11:30:34 PM	11:35:49 PM	0:05:15
1809-2606	M3	7:18:14 AM	7:23:29 AM	0:05:15
1801-2561	M7	5:21:10 PM	5:26:24 PM	0:05:14
1802-2152	M1	6:49:09 AM	6:54:23 AM	0:05:14
1804-1420	M1	4:20:37 PM	4:25:51 PM	0:05:14
1807-2040	M1	3:38:56 PM	3:44:10 PM	0:05:14
1807-2058	M3	5:35:14 PM	5:40:28 PM	0:05:14
1810-1844	M3	1:29:30 PM	1:34:44 PM	0:05:14
1810-2199	M3	2:01:20 PM	2:06:34 PM	0:05:14
1801-2732	M1	8:39:47 PM	8:45:00 PM	0:05:13
1802-2026	M3	6:42:18 PM	6:47:31 PM	0:05:13
1805-1918	M1	8:10:50 PM	8:16:03 PM	0:05:13
1807-0389	M3	12:26:45 AM	12:31:58 AM	0:05:13
1808-0406	M1	1:26:16 PM	1:31:29 PM	0:05:13
1802-1259	M3	4:39:04 AM	4:44:17 AM	0:05:13
1804-1679	M1	8:09:27 PM	8:14:40 PM	0:05:13
1810-0163	M1	12:21:56 AM	12:27:09 AM	0:05:13
1804-0357	M3	4:26:47 PM	4:31:59 PM	0:05:12
1804-1207	M1	7:42:06 AM	7:47:18 AM	0:05:12
1804-2084	M1	4:18:24 AM	4:23:36 AM	0:05:12
1805-1717	M3	1:24:59 PM	1:30:11 PM	0:05:12
1807-2223	M3	4:33:58 AM	4:39:10 AM	0:05:12
1808-0474	M3	1:04:56 AM	1:10:08 AM	0:05:12
1801-2506	M1	10:44:12 AM	10:49:23 AM	0:05:11
1803-1088	M1	2:16:47 AM	2:21:58 AM	0:05:11
1804-2312	M1	3:57:27 AM	4:02:38 AM	0:05:11
1806-1990	M1	7:26:05 PM	7:31:16 PM	0:05:11
1809-2636	M1	2:41:07 PM	2:46:18 PM	0:05:11
1811-0774	M3	6:15:24 PM	6:20:35 PM	0:05:11
1801-1500	M1	3:18:12 PM	3:23:23 PM	0:05:11
1802-0827	M1	4:25:59 PM	4:31:10 PM	0:05:11
1802-0858	M1	10:31:43 PM	10:36:54 PM	0:05:11
1803-0013	M1	4:32:50 AM	4:38:01 AM	0:05:11
1807-2168	M1	4:45:53 PM	4:51:04 PM	0:05:11
1810-2282	M3	12:03:11 AM	12:08:22 AM	0:05:11
1812-2901	M1	6:54:06 PM	6:59:17 PM	0:05:11
1802-2103	M1	7:26:55 PM	7:32:05 PM	0:05:10
1803-1049	M1	3:08:09 PM	3:13:19 PM	0:05:10
1803-2570	M1	5:24:13 AM	5:29:23 AM	0:05:10
1805-0158	M3	6:16:41 PM	6:21:51 PM	0:05:10
1806-2067	M1	5:49:23 PM	5:54:33 PM	0:05:10
1812-1469	M1	3:50:27 AM	3:55:37 AM	0:05:10
1804-1582	M1	6:37:21 PM	6:42:31 PM	0:05:10
1807-1650	M1	7:22:21 PM	7:27:31 PM	0:05:10
1806-0193	M3	2:09:54 PM	2:15:03 PM	0:05:09
1806-0905	M1	6:26:36 AM	6:31:45 AM	0:05:09
1807-1167	M1	10:28:05 AM	10:33:14 AM	0:05:09
1807-1352	M1	11:54:23 AM	11:59:32 AM	0:05:09
1807-1993	M1	12:17:02 AM	12:22:11 AM	0:05:09
1808-1887	M3	2:00:35 PM	2:05:44 PM	0:05:09
1809-0721	M1	7:08:38 PM	7:13:47 PM	0:05:09
1809-1881	M3	5:23:26 PM	5:28:35 PM	0:05:09
1812-2096	M1	12:40:21 PM	12:45:30 PM	0:05:09
1801-2487	M1	3:41:21 AM	3:46:29 AM	0:05:08
1802-1587	M1	8:00:55 AM	8:06:03 AM	0:05:08
1805-1553	M1	9:18:17 PM	9:23:25 PM	0:05:08
1807-1396	M2	8:01:40 PM	8:06:48 PM	0:05:08
1812-1687	M3	2:16:55 AM	2:22:03 AM	0:05:08
1808-1252	M2	7:10:14 PM	7:15:22 PM	0:05:08
1802-1771	M1	12:23:54 AM	12:29:01 AM	0:05:07
1804-1680	M2	8:08:32 PM	8:13:39 PM	0:05:07
1811-0674	M3	9:20:10 AM	9:25:17 AM	0:05:07
1811-1377	M3	3:22:26 AM	3:27:33 AM	0:05:07
1812-2079	M1	6:28:13 AM	6:33:20 AM	0:05:07
1802-0231	M2	2:46:48 PM	2:51:55 PM	0:05:07
1803-2279	M1	10:50:47 AM	10:55:53 AM	0:05:06
1809-0360	M1	12:46:17 AM	12:51:23 AM	0:05:06
1811-1343	M1	2:58:17 PM	3:03:23 PM	0:05:06
1806-0249	M1	9:42:48 PM	9:47:54 PM	0:05:06
1808-1895	M1	2:37:55 PM	2:43:01 PM	0:05:06
1807-0297	M3	2:31:13 PM	2:36:18 PM	0:05:05
1808-2965	M3	11:44:39 AM	11:49:44 AM	0:05:05
1809-2350	M1	3:16:37 AM	3:21:42 AM	0:05:05
1810-0977	M1	3:17:37 PM	3:22:42 PM	0:05:05

1810-0407	M3	12:03:57 AM	12:09:02 AM	0:05:05
1805-2561	M3	3:55:42 PM	4:00:46 PM	0:05:04
1806-1135	M3	5:15:29 AM	5:20:33 AM	0:05:04
1806-1268	M3	6:58:53 PM	7:03:57 PM	0:05:04
1807-0069	M1	4:02:04 PM	4:07:08 PM	0:05:04
1807-1191	M1	4:55:48 PM	5:00:52 PM	0:05:04
1810-0316	M1	3:12:08 AM	3:17:12 AM	0:05:04
1805-0955	M3	1:55:21 PM	2:00:24 PM	0:05:03
1802-1540	M3	5:08:31 PM	5:13:34 PM	0:05:03
1801-1071	M1	1:20:05 AM	1:25:07 AM	0:05:02
1801-2809	M1	10:34:02 PM	10:39:04 PM	0:05:02
1802-1648	M1	6:36:53 PM	6:41:55 PM	0:05:02
1804-1500	M3	4:38:28 PM	4:43:30 PM	0:05:02
1805-1778	M1	4:11:04 AM	4:16:06 AM	0:05:02
1807-2873	M3	11:44:16 AM	11:49:18 AM	0:05:02
1801-2280	M1	7:44:05 PM	7:49:07 PM	0:05:02
1803-0699	M1	8:23:23 PM	8:28:24 PM	0:05:01
1809-0118	M2	8:45:48 PM	8:50:49 PM	0:05:01
1811-0391	M1	1:11:00 PM	1:16:01 PM	0:05:01
1812-0486	M1	8:56:47 AM	9:01:48 AM	0:05:01
1807-2110	M3	5:56:27 AM	6:01:27 AM	0:05:00
1809-1462	M1	1:25:57 AM	1:30:57 AM	0:05:00
1804-0559	M1	1:38:53 AM	1:43:53 AM	0:05:00
1804-1933	M3	5:07:34 AM	5:12:34 AM	0:05:00
1806-0184	M3	11:34:14 AM	11:39:14 AM	0:05:00
1803-0196	M3	11:32:08 PM	11:37:07 PM	0:04:59
1803-1164	M3	7:33:51 AM	7:38:50 AM	0:04:59
1807-1442	M3	4:20:40 AM	4:25:39 AM	0:04:59
1808-1164	M1	4:42:17 AM	4:47:16 AM	0:04:59
1808-2068	M3	11:07:50 PM	11:12:49 PM	0:04:59
1806-2388	M3	5:05:12 AM	5:10:11 AM	0:04:59
1803-1842	M1	5:22:55 PM	5:27:53 PM	0:04:58
1803-2420	M1	4:00:40 PM	4:05:38 PM	0:04:58
1801-1915	M1	5:15:19 AM	5:20:17 AM	0:04:58
1802-1557	M1	9:17:54 PM	9:22:52 PM	0:04:58
1802-1635	M1	4:40:40 PM	4:45:38 PM	0:04:58
1802-2392	M1	8:58:12 AM	9:03:10 AM	0:04:58
1805-2182	M1	7:32:25 AM	7:37:23 AM	0:04:58
1807-2417	M1	8:16:34 PM	8:21:32 PM	0:04:58
1810-1175	M1	10:56:29 AM	11:01:27 AM	0:04:58
1810-1326	M1	1:06:13 PM	1:11:11 PM	0:04:58
1811-0563	M3	11:39:42 PM	11:44:40 PM	0:04:58
1807-2419	M1	8:36:28 PM	8:41:25 PM	0:04:57
1807-3146	M1	7:10:48 PM	7:15:45 PM	0:04:57
1803-1025	M1	1:44:24 PM	1:49:21 PM	0:04:57
1804-1341	M1	6:35:36 PM	6:40:33 PM	0:04:57
1810-1981	M3	4:38:37 AM	4:43:34 AM	0:04:57
1806-2475	M1	9:54:11 PM	9:59:07 PM	0:04:56
1807-1576	M3	10:04:42 AM	10:09:38 AM	0:04:56
1807-2809	M3	7:15:25 PM	7:20:21 PM	0:04:56
1810-1025	M1	8:04:00 AM	8:08:55 AM	0:04:55
1811-0569	M1	4:31:04 AM	4:35:59 AM	0:04:55
1801-0250	M3	9:43:10 PM	9:48:05 PM	0:04:55
1804-0063	M1	7:11:11 PM	7:16:06 PM	0:04:55
1805-1234	M1	8:42:05 AM	8:47:00 AM	0:04:55
1806-1995	M1	8:11:20 PM	8:16:15 PM	0:04:55
1806-2932	M1	2:19:08 AM	2:24:03 AM	0:04:55
1804-0979	M3	8:16:01 PM	8:20:55 PM	0:04:54
1808-0236	M1	7:35:44 AM	7:40:38 AM	0:04:54
1810-2038	M3	5:41:15 PM	5:46:09 PM	0:04:54
1812-0753	M3	11:27:11 PM	11:32:05 PM	0:04:54
1806-2691	M1	7:18:38 PM	7:23:32 PM	0:04:54
1807-2666	M1	2:31:52 PM	2:36:46 PM	0:04:54
1801-1982	M1	1:00:06 AM	1:04:59 AM	0:04:53
1802-1088	M3	9:46:47 PM	9:51:40 PM	0:04:53
1803-2411	M1	2:09:05 PM	2:13:58 PM	0:04:53
1807-3055	M3	10:46:44 PM	10:51:37 PM	0:04:53
1809-1544	M3	8:08:25 PM	8:13:18 PM	0:04:53
1811-0597	M1	1:55:51 PM	2:00:44 PM	0:04:53
1811-0881	M3	10:38:00 PM	10:42:53 PM	0:04:53
1812-1087	M1	2:03:47 AM	2:08:40 AM	0:04:53
1803-0085	M1	11:21:13 PM	11:26:05 PM	0:04:52
1807-1334	M1	6:00:34 AM	6:05:26 AM	0:04:52
1812-2573	M1	4:22:36 PM	4:27:28 PM	0:04:52
1801-1424	M1	2:39:32 PM	2:44:24 PM	0:04:52
1803-1773	M3	3:16:14 PM	3:21:06 PM	0:04:52
1804-2269	M1	4:00:26 PM	4:05:18 PM	0:04:52
1811-0383	M1	10:44:19 AM	10:49:11 AM	0:04:52
1811-1838	M1	3:55:49 AM	4:00:41 AM	0:04:52
1801-0495	M3	3:35:02 PM	3:39:53 PM	0:04:51
1803-0937	M3	12:31:14 PM	12:36:05 PM	0:04:51

1807-0875	M3	7:22:23 PM	7:27:14 PM	0:04:51
1812-2609	M1	8:53:28 PM	8:58:19 PM	0:04:51
1802-0198	M3	5:21:04 AM	5:25:55 AM	0:04:51
1805-2452	M3	9:25:34 AM	9:30:25 AM	0:04:51
1806-2077	M1	7:07:39 PM	7:12:30 PM	0:04:51
1804-0751	M3	3:03:58 AM	3:08:48 AM	0:04:50
1802-0195	M1	4:59:46 AM	5:04:36 AM	0:04:50
1803-0317	M3	9:20:08 PM	9:24:58 PM	0:04:50
1803-2171	M1	6:00:09 AM	6:04:59 AM	0:04:50
1804-1655	M1	1:38:55 PM	1:43:45 PM	0:04:50
1806-0936	M1	1:03:21 PM	1:08:11 PM	0:04:50
1812-1669	M1	5:19:24 PM	5:24:14 PM	0:04:50
1811-0257	M1	8:14:24 AM	8:19:13 AM	0:04:49
1811-1635	M3	12:01:17 PM	12:06:06 PM	0:04:49
1811-1750	M1	1:28:06 AM	1:32:55 AM	0:04:49
1801-0761	M3	2:29:08 AM	2:33:57 AM	0:04:49
1804-0011	M3	1:58:53 AM	2:03:42 AM	0:04:49
1811-0201	M1	1:41:13 PM	1:46:02 PM	0:04:49
1805-0072	M3	7:44:17 PM	7:49:05 PM	0:04:48
1809-0348	M3	9:23:32 PM	9:28:20 PM	0:04:48
1810-1832	M1	11:01:16 AM	11:06:04 AM	0:04:48
1812-1745	M1	9:26:50 PM	9:31:38 PM	0:04:48
1802-1700	M3	12:44:40 PM	12:49:27 PM	0:04:47
1811-0014	M3	6:20:44 AM	6:25:31 AM	0:04:47
1812-2257	M3	6:39:15 AM	6:44:02 AM	0:04:47
1802-0294	M3	1:59:09 AM	2:03:56 AM	0:04:47
1809-0852	M1	6:19:00 AM	6:23:46 AM	0:04:46
1811-0417	M3	7:20:14 AM	7:25:00 AM	0:04:46
1812-2413	M3	2:32:45 PM	2:37:31 PM	0:04:46
1804-1243	M3	12:19:01 AM	12:23:47 AM	0:04:46
1803-1649	M3	4:49:06 AM	4:53:51 AM	0:04:45
1804-2166	M1	7:21:44 AM	7:26:29 AM	0:04:45
1806-0003	M1	12:19:30 AM	12:24:15 AM	0:04:45
1806-0389	M1	10:29:40 AM	10:34:25 AM	0:04:45
1807-2209	M3	1:19:22 AM	1:24:07 AM	0:04:45
1808-1132	M1	9:25:14 PM	9:29:59 PM	0:04:45
1808-2990	M3	8:20:10 PM	8:24:55 PM	0:04:45
1808-1334	M1	12:01:23 PM	12:06:07 PM	0:04:44
1802-1719	M1	3:31:25 PM	3:36:09 PM	0:04:44
1807-0080	M2	5:54:33 PM	5:59:17 PM	0:04:44
1808-1242	M1	6:03:52 PM	6:08:36 PM	0:04:44
1808-1618	M3	4:28:51 AM	4:33:35 AM	0:04:44
1811-0301	M2	9:05:21 PM	9:10:05 PM	0:04:44
1801-1678	M3	7:56:39 PM	8:01:22 PM	0:04:43
1802-0778	M1	1:23:44 AM	1:28:27 AM	0:04:43
1811-1037	M1	7:25:02 AM	7:29:45 AM	0:04:43
1801-2315	M3	11:25:22 AM	11:30:05 AM	0:04:43
1807-0593	M3	11:51:54 PM	11:56:37 PM	0:04:43
1808-1774	M1	1:21:54 PM	1:26:37 PM	0:04:43
1812-0556	M1	11:51:46 PM	11:56:29 PM	0:04:43
1801-2403	M2	9:49:48 AM	9:54:30 AM	0:04:42
1802-1171	M3	4:32:54 PM	4:37:36 PM	0:04:42
1804-0265	M1	2:13:04 PM	2:17:46 PM	0:04:42
1807-2189	M1	9:12:25 PM	9:17:07 PM	0:04:42
1808-2509	M2	1:09:24 PM	1:14:06 PM	0:04:42
1812-2463	M3	8:59:21 PM	9:04:03 PM	0:04:42
1801-0397	M1	2:07:20 PM	2:12:01 PM	0:04:41
1807-1778	M3	3:25:11 PM	3:29:52 PM	0:04:41
1801-2294	M3	11:01:04 PM	11:05:45 PM	0:04:41
1802-2054	M3	1:28:19 AM	1:33:00 AM	0:04:41
1804-0626	M3	6:28:31 PM	6:33:12 PM	0:04:41
1804-2224	M1	9:29:55 PM	9:34:36 PM	0:04:41
1810-0240	M3	7:53:41 AM	7:58:22 AM	0:04:41
1806-0270	M1	11:04:10 PM	11:08:50 PM	0:04:40
1809-1750	M3	7:37:22 AM	7:42:02 AM	0:04:40
1809-2325	M1	6:50:20 PM	6:55:00 PM	0:04:40
1811-1359	M1	6:41:29 PM	6:46:09 PM	0:04:40
1812-2076	M3	3:49:35 AM	3:54:15 AM	0:04:40
1802-1956	M3	1:03:27 AM	1:08:06 AM	0:04:39
1803-0424	M1	9:40:22 AM	9:45:01 AM	0:04:39
1801-2387	M1	2:46:17 AM	2:50:56 AM	0:04:39
1809-1269	M1	11:43:54 PM	11:48:33 PM	0:04:39
1810-0851	M3	7:18:23 PM	7:23:02 PM	0:04:39
1810-1220	M1	10:30:19 PM	10:34:58 PM	0:04:39
1812-1796	M1	2:45:51 PM	2:50:30 PM	0:04:39
1802-1079	M1	6:19:54 PM	6:24:32 PM	0:04:38
1804-0119	M1	5:08:59 PM	5:13:37 PM	0:04:38
1806-1078	M1	3:50:28 PM	3:55:06 PM	0:04:38
1806-3228	M1	4:44:02 PM	4:48:40 PM	0:04:38
1811-1357	M1	5:55:31 PM	6:00:09 PM	0:04:38
1801-1675	M1	7:51:16 PM	7:55:54 PM	0:04:38

1801-2323	M1	12:47:42 PM	12:52:20 PM	0:04:38
1802-0350	M1	12:09:26 AM	12:14:04 AM	0:04:38
1810-1531	M3	8:55:21 PM	8:59:59 PM	0:04:38
1803-0623	M1	11:25:03 PM	11:29:40 PM	0:04:37
1807-1752	M2	12:14:52 PM	12:19:29 PM	0:04:37
1807-2553	M1	6:43:02 PM	6:47:39 PM	0:04:37
1810-1955	M1	7:11:22 PM	7:15:59 PM	0:04:37
1812-2917	M3	8:26:18 PM	8:30:55 PM	0:04:37
1803-1851	M1	9:29:21 PM	9:33:57 PM	0:04:36
1811-1415	M1	3:09:53 PM	3:14:29 PM	0:04:36
1812-2128	M1	6:53:35 PM	6:58:11 PM	0:04:36
1801-2500	M1	9:02:20 AM	9:06:56 AM	0:04:36
1803-0467	M1	9:55:11 PM	9:59:47 PM	0:04:36
1806-2377	M1	1:17:52 AM	1:22:28 AM	0:04:36
1807-2613	M1	3:41:23 AM	3:45:59 AM	0:04:36
1807-2878	M1	12:27:48 PM	12:32:24 PM	0:04:36
1808-2405	M3	7:09:50 AM	7:14:26 AM	0:04:36
1801-0232	M3	4:41:47 PM	4:46:22 PM	0:04:35
1803-2450	M3	9:29:51 PM	9:34:26 PM	0:04:35
1806-0493	M3	12:11:26 PM	12:16:01 PM	0:04:35
1808-0827	M3	5:28:31 AM	5:33:06 AM	0:04:35
1808-1734	M1	5:08:05 AM	5:12:40 AM	0:04:35
1808-3325	M1	5:30:38 PM	5:35:13 PM	0:04:35
1811-0395	M1	3:22:01 PM	3:26:36 PM	0:04:35
1803-1150	M3	10:54:13 PM	10:58:48 PM	0:04:35
1808-1189	M2	10:43:49 AM	10:48:24 AM	0:04:35
1802-0398	M1	3:02:44 PM	3:07:18 PM	0:04:34
1805-0677	M1	1:16:35 PM	1:21:09 PM	0:04:34
1806-0802	M3	2:22:43 PM	2:27:17 PM	0:04:34
1806-2348	M3	9:00:33 PM	9:05:07 PM	0:04:34
1807-1341	M1	10:21:33 AM	10:26:07 AM	0:04:34
1809-1093	M1	7:04:11 PM	7:08:45 PM	0:04:34
1809-1822	M3	11:11:15 PM	11:15:49 PM	0:04:34
1812-2329	M1	7:45:18 PM	7:49:52 PM	0:04:34
1803-1983	M1	3:08:54 PM	3:13:27 PM	0:04:33
1807-2928	M1	8:54:13 PM	8:58:46 PM	0:04:33
1811-1659	M1	7:57:23 PM	8:01:56 PM	0:04:33
1802-0262	M3	7:15:05 PM	7:19:38 PM	0:04:33
1803-0444	M3	3:28:36 PM	3:33:09 PM	0:04:33
1804-0206	M1	9:21:02 PM	9:25:35 PM	0:04:33
1805-0936	M3	9:52:19 AM	9:56:52 AM	0:04:33
1805-2185	M3	9:27:43 AM	9:32:16 AM	0:04:33
1805-2317	M3	10:11:11 AM	10:15:44 AM	0:04:33
1808-1351	M3	3:12:34 PM	3:17:07 PM	0:04:33
1812-1986	M3	6:53:59 AM	6:58:32 AM	0:04:33
1812-2923	M1	9:00:20 PM	9:04:53 PM	0:04:33
1802-2029	M1	6:50:18 PM	6:54:50 PM	0:04:32
1809-2507	M3	10:06:55 PM	10:11:27 PM	0:04:32
1812-2782	M3	9:19:51 PM	9:24:23 PM	0:04:32
1807-0990	M2	5:04:05 PM	5:08:37 PM	0:04:32
1801-0333	M3	6:15:27 PM	6:19:58 PM	0:04:31
1802-2046	M1	10:07:28 PM	10:11:59 PM	0:04:31
1803-0310	M3	7:38:20 PM	7:42:51 PM	0:04:31
1804-1355	M1	10:48:49 PM	10:53:20 PM	0:04:31
1805-0388	M1	7:37:07 PM	7:41:38 PM	0:04:31
1806-0658	M1	10:31:46 PM	10:36:17 PM	0:04:31
1808-1506	M3	2:18:21 AM	2:22:52 AM	0:04:31
1808-2200	M1	1:43:03 AM	1:47:34 AM	0:04:31
1809-1563	M1	11:33:18 PM	11:37:49 PM	0:04:31
1803-2265	M1	9:12:35 AM	9:17:05 AM	0:04:30
1806-0707	M3	2:44:58 PM	2:49:28 PM	0:04:30
1806-1602	M1	10:49:08 PM	10:53:38 PM	0:04:30
1806-2362	M1	11:32:39 PM	11:37:09 PM	0:04:30
1806-3075	M1	2:06:01 PM	2:10:31 PM	0:04:30
1807-1935	M1	4:47:17 PM	4:51:47 PM	0:04:30
1807-2074	M2	8:23:50 PM	8:28:20 PM	0:04:30
1808-1479	M1	6:59:28 PM	7:03:58 PM	0:04:30
1806-1731	M3	10:39:34 PM	10:44:04 PM	0:04:30
1807-1537	M1	1:08:46 AM	1:13:16 AM	0:04:30
1809-2682	M1	11:36:16 PM	11:40:46 PM	0:04:30
1810-2197	M1	1:40:22 PM	1:44:52 PM	0:04:30
1810-2287	M1	2:20:37 AM	2:25:07 AM	0:04:30
1805-1929	M1	11:13:14 PM	11:17:43 PM	0:04:29
1806-1025	M1	2:38:04 AM	2:42:33 AM	0:04:29
1807-2705	M1	9:52:30 PM	9:56:59 PM	0:04:29
1808-2580	M3	1:16:34 AM	1:21:03 AM	0:04:29
1809-0886	M1	1:56:30 PM	2:00:59 PM	0:04:29
1809-2077	M3	7:35:52 PM	7:40:21 PM	0:04:29
1809-2725	M3	3:17:31 PM	3:22:00 PM	0:04:29
1810-0100	M1	9:02:54 AM	9:07:23 AM	0:04:29
1812-0862	M1	10:32:07 AM	10:36:36 AM	0:04:29

1812-2272	M1	10:16:33 AM	10:21:02 AM	0:04:29
1812-1843	M3	9:58:55 PM	10:03:24 PM	0:04:29
1803-2014	M1	10:28:36 PM	10:33:04 PM	0:04:28
1808-3149	M2	9:10:50 PM	9:15:18 PM	0:04:28
1806-2251	M2	4:19:32 AM	4:24:00 AM	0:04:28
1807-1004	M2	6:49:13 PM	6:53:41 PM	0:04:28
1807-1713	M1	4:52:04 AM	4:56:32 AM	0:04:28
1812-2531	M1	11:34:28 AM	11:38:56 AM	0:04:28
1812-2531	M2	11:34:28 AM	11:38:56 AM	0:04:28
1812-2531	M3	11:34:28 AM	11:38:56 AM	0:04:28
1801-2205	M2	8:58:29 AM	9:02:56 AM	0:04:27
1802-1741	M1	5:04:04 PM	5:08:31 PM	0:04:27
1803-2100	M1	10:01:23 AM	10:05:50 AM	0:04:27
1807-2148	M3	2:12:50 PM	2:17:17 PM	0:04:27
1810-0375	M1	5:24:16 PM	5:28:43 PM	0:04:27
1802-1173	M1	5:03:06 PM	5:07:33 PM	0:04:27
1807-1949	M3	6:43:05 PM	6:47:32 PM	0:04:27
1805-2156	M3	11:32:26 PM	11:36:52 PM	0:04:26
1806-2828	M3	5:40:58 AM	5:45:24 AM	0:04:26
1809-0351	M1	10:21:19 PM	10:25:45 PM	0:04:26
1810-1377	M1	12:18:47 AM	12:23:13 AM	0:04:26
1805-2053	M1	9:58:56 AM	10:03:21 AM	0:04:25
1806-3016	M1	12:34:38 AM	12:39:03 AM	0:04:25
1812-1221	M1	12:19:16 PM	12:23:41 PM	0:04:25
1812-2108	M3	2:24:59 PM	2:29:24 PM	0:04:25
1801-1332	M1	1:36:46 PM	1:41:11 PM	0:04:25
1805-1210	M1	7:33:39 PM	7:38:04 PM	0:04:25
1805-1317	M1	1:29:15 PM	1:33:40 PM	0:04:25
1807-2139	M3	12:18:47 PM	12:23:12 PM	0:04:25
1807-3053	M3	10:17:35 PM	10:22:00 PM	0:04:25
1809-2478	M1	2:27:02 PM	2:31:27 PM	0:04:25
1801-1638	M3	12:24:29 PM	12:28:53 PM	0:04:24
1803-1281	M1	6:50:33 PM	6:54:57 PM	0:04:24
1805-2593	M3	9:46:59 PM	9:51:23 PM	0:04:24
1806-2992	M1	6:06:09 PM	6:10:33 PM	0:04:24
1808-2242	M1	1:33:32 PM	1:37:56 PM	0:04:24
1811-1134	M1	1:32:23 PM	1:36:47 PM	0:04:24
1812-2285	M1	12:51:43 PM	12:56:07 PM	0:04:24
1807-2536	M3	4:20:58 PM	4:25:22 PM	0:04:24
1808-1651	M1	1:07:04 PM	1:11:28 PM	0:04:24
1810-0567	M1	2:13:27 AM	2:17:51 AM	0:04:24
1811-1532	M3	11:21:58 PM	11:26:22 PM	0:04:24
1803-0031	M3	12:32:26 PM	12:36:49 PM	0:04:23
1804-1769	M3	10:22:35 PM	10:26:58 PM	0:04:23
1804-0495	M1	1:01:51 PM	1:06:14 PM	0:04:23
1804-0503	M3	2:32:40 PM	2:37:03 PM	0:04:23
1806-0376	M1	5:17:25 AM	5:21:48 AM	0:04:23
1808-1657	M1	2:24:08 PM	2:28:31 PM	0:04:23
1810-2342	M1	9:41:39 PM	9:46:02 PM	0:04:23
1804-0476	M1	4:43:51 AM	4:48:13 AM	0:04:22
1806-1943	M1	11:28:02 AM	11:32:24 AM	0:04:22
1806-3215	M3	2:51:12 PM	2:55:34 PM	0:04:22
1810-1878	M1	6:51:51 PM	6:56:13 PM	0:04:22
1806-2649	M3	11:15:14 AM	11:19:36 AM	0:04:22
1806-2907	M1	8:33:37 PM	8:37:59 PM	0:04:22
1807-0332	M3	6:28:53 PM	6:33:15 PM	0:04:22
1807-1383	M1	5:07:48 PM	5:12:10 PM	0:04:22
1807-2467	M1	6:03:17 AM	6:07:39 AM	0:04:22
1809-1541	M1	7:47:24 PM	7:51:46 PM	0:04:22
1802-0944	M1	10:51:12 PM	10:55:33 PM	0:04:21
1802-2068	M3	8:35:23 AM	8:39:44 AM	0:04:21
1802-2348	M1	3:20:12 PM	3:24:33 PM	0:04:21
1803-1092	M1	6:07:15 AM	6:11:36 AM	0:04:21
1804-2144	M3	6:33:29 PM	6:37:50 PM	0:04:21
1809-0642	M3	10:45:15 PM	10:49:36 PM	0:04:21
1809-1684	M3	10:16:34 AM	10:20:55 AM	0:04:21
1810-0322	M3	4:46:44 AM	4:51:05 AM	0:04:21
1810-1027	M3	8:55:31 AM	8:59:52 AM	0:04:21
1802-0345	M3	10:23:39 PM	10:27:59 PM	0:04:20
1802-0404	M1	4:03:21 PM	4:07:41 PM	0:04:20
1807-0392	M1	1:05:59 AM	1:10:19 AM	0:04:20
1810-1847	M3	1:56:05 PM	2:00:25 PM	0:04:20
1801-0344	M3	8:10:12 PM	8:14:31 PM	0:04:19
1802-0122	M1	3:04:48 PM	3:09:07 PM	0:04:19
1806-0312	M3	12:08:46 PM	12:13:05 PM	0:04:19
1811-1265	M1	7:42:13 PM	7:46:32 PM	0:04:19
1808-1037	M3	4:30:01 AM	4:34:20 AM	0:04:19
1809-1669	M3	6:48:09 AM	6:52:28 AM	0:04:19
1809-2118	M1	11:22:46 AM	11:27:05 AM	0:04:19
1803-1900	M1	2:29:30 PM	2:33:48 PM	0:04:18
1804-0030	M1	9:40:03 AM	9:44:21 AM	0:04:18

1805-1011	M3	7:12:01 AM	7:16:19 AM	0:04:18
1807-2010	M3	5:53:19 AM	5:57:37 AM	0:04:18
1811-1140	M3	2:27:45 PM	2:32:03 PM	0:04:18
1812-2396	M3	12:01:36 PM	12:05:54 PM	0:04:18
1802-0821	M1	3:21:38 PM	3:25:55 PM	0:04:17
1807-0710	M3	7:23:46 PM	7:28:03 PM	0:04:17
1807-2568	M2	10:12:57 PM	10:17:14 PM	0:04:17
1808-1455	M1	3:23:09 PM	3:27:26 PM	0:04:17
1812-1450	M1	9:13:37 PM	9:17:54 PM	0:04:17
1807-1326	M1	12:14:51 AM	12:19:08 AM	0:04:17
1807-3082	M1	6:44:42 AM	6:48:59 AM	0:04:17
1810-0632	M1	11:40:12 PM	11:44:29 PM	0:04:17
1812-1000	M3	7:56:00 AM	8:00:17 AM	0:04:17
1801-1800	M1	1:22:44 AM	1:27:00 AM	0:04:16
1805-0175	M3	12:28:12 AM	12:32:28 AM	0:04:16
1807-1060	M3	6:47:51 AM	6:52:07 AM	0:04:16
1808-2475	M1	5:19:36 AM	5:23:52 AM	0:04:16
1801-0098	M1	1:47:08 PM	1:51:23 PM	0:04:15
1801-1632	M3	10:33:20 AM	10:37:35 AM	0:04:15
1802-0070	M1	9:06:07 PM	9:10:22 PM	0:04:15
1806-2543	M1	11:15:30 AM	11:19:45 AM	0:04:15
1809-0836	M2	9:59:54 PM	10:04:09 PM	0:04:15
1812-1784	M3	11:41:54 AM	11:46:09 AM	0:04:15
1801-1841	M1	1:07:40 PM	1:11:54 PM	0:04:14
1805-1610	M1	10:39:08 AM	10:43:22 AM	0:04:14
1807-0521	M3	6:39:56 PM	6:44:10 PM	0:04:14
1808-0539	M2	4:01:18 PM	4:05:32 PM	0:04:14
1801-1293	M1	7:00:58 AM	7:05:12 AM	0:04:14
1805-2181	M3	7:29:42 AM	7:33:56 AM	0:04:14
1806-1566	M1	5:55:27 PM	5:59:41 PM	0:04:14
1803-0539	M3	10:52:43 PM	10:56:56 PM	0:04:13
1803-0867	M1	4:39:45 PM	4:43:58 PM	0:04:13
1804-1291	M1	12:16:32 AM	12:20:45 AM	0:04:13
1804-1639	M3	8:06:16 AM	8:10:29 AM	0:04:13
1806-0760	M1	7:43:17 AM	7:47:30 AM	0:04:13
1806-1489	M3	10:19:57 PM	10:24:10 PM	0:04:13
1806-1686	M1	3:58:59 PM	4:03:12 PM	0:04:13
1811-0126	M1	2:48:55 PM	2:53:08 PM	0:04:13
1812-1375	M1	8:05:28 PM	8:09:41 PM	0:04:13
1810-0788	M1	4:09:51 AM	4:14:04 AM	0:04:13
1805-0814	M1	10:21:31 PM	10:25:43 PM	0:04:12
1806-1567	M3	6:14:20 PM	6:18:32 PM	0:04:12
1809-0057	M1	12:16:53 PM	12:21:05 PM	0:04:12
1801-1972	M1	7:22:32 PM	7:26:44 PM	0:04:12
1802-0301	M3	8:00:26 AM	8:04:38 AM	0:04:12
1803-0268	M1	1:55:54 PM	2:00:06 PM	0:04:12
1805-0290	M3	12:27:13 PM	12:31:25 PM	0:04:12
1807-2265	M1	3:28:26 PM	3:32:38 PM	0:04:12
1807-3917	M2	2:21:14 PM	2:25:26 PM	0:04:12
1808-1175	M1	8:37:33 AM	8:41:45 AM	0:04:12
1809-2293	M1	1:29:03 PM	1:33:15 PM	0:04:12
1810-0629	M1	9:57:06 PM	10:01:18 PM	0:04:12
1810-1643	M1	2:37:47 PM	2:41:59 PM	0:04:12
1805-0701	M1	7:40:37 PM	7:44:48 PM	0:04:11
1808-1264	M3	8:34:37 PM	8:38:48 PM	0:04:11
1809-1558	M3	10:35:14 PM	10:39:25 PM	0:04:11
1803-1802	M3	8:36:48 PM	8:40:59 PM	0:04:11
1807-1669	M3	9:28:29 PM	9:32:39 PM	0:04:10
1808-2102	M3	7:37:47 AM	7:41:57 AM	0:04:10
1808-3161	M1	2:02:16 AM	2:06:26 AM	0:04:10
1803-1265	M3	3:04:28 PM	3:08:37 PM	0:04:09
1812-2091	M1	11:24:11 AM	11:28:20 AM	0:04:09
1802-0057	M1	6:41:45 PM	6:45:54 PM	0:04:09
1808-0392	M3	11:30:56 AM	11:35:05 AM	0:04:09
1809-0444	M1	2:56:25 AM	3:00:34 AM	0:04:09
1801-1905	M3	1:54:53 AM	1:59:01 AM	0:04:08
1801-1966	M3	5:29:14 PM	5:33:22 PM	0:04:08
1803-2481	M1	8:03:43 AM	8:07:51 AM	0:04:08
1804-1209	M1	9:07:19 AM	9:11:27 AM	0:04:08
1804-1474	M1	12:43:07 PM	12:47:15 PM	0:04:08
1807-0729	M3	11:08:19 PM	11:12:27 PM	0:04:08
1807-2424	M1	9:20:52 PM	9:25:00 PM	0:04:08
1812-1304	M1	6:34:07 AM	6:38:15 AM	0:04:08
1809-2372	M3	10:12:22 AM	10:16:29 AM	0:04:07
1801-0624	M2	7:47:03 PM	7:51:10 PM	0:04:07
1803-2431	M1	5:40:22 PM	5:44:29 PM	0:04:07
1805-0405	M1	9:40:49 PM	9:44:56 PM	0:04:07
1806-2449	M3	6:19:43 PM	6:23:50 PM	0:04:07
1806-2712	M3	11:08:14 PM	11:12:21 PM	0:04:07
1806-3234	M1	5:44:40 PM	5:48:47 PM	0:04:07
1807-1085	M1	11:40:18 AM	11:44:25 AM	0:04:07

1809-1692	M1	12:08:44 PM	12:12:51 PM	0:04:07
1801-0249	M1	9:06:08 PM	9:10:14 PM	0:04:06
1802-1479	M1	7:41:12 AM	7:45:18 AM	0:04:06
1806-2877	M3	3:25:00 PM	3:29:06 PM	0:04:06
1802-0905	M2	12:42:06 PM	12:46:12 PM	0:04:06
1808-2460	M1	10:13:45 PM	10:17:51 PM	0:04:06
1801-0481	M3	12:27:42 PM	12:31:47 PM	0:04:05
1802-1200	M2	7:50:38 AM	7:54:43 AM	0:04:05
1803-0094	M3	5:24:35 AM	5:28:40 AM	0:04:05
1804-0435	M1	4:20:48 PM	4:24:53 PM	0:04:05
1806-0909	M3	9:23:50 AM	9:27:55 AM	0:04:05
1802-1847	M1	6:43:03 PM	6:47:08 PM	0:04:05
1801-0846	M1	2:37:40 PM	2:41:44 PM	0:04:04
1801-1450	M3	12:06:56 AM	12:11:00 AM	0:04:04
1802-0884	M1	3:03:49 AM	3:07:53 AM	0:04:04
1802-1752	M1	8:12:53 PM	8:16:57 PM	0:04:04
1803-0187	M3	9:21:53 PM	9:25:57 PM	0:04:04
1804-0044	M1	12:38:07 PM	12:42:11 PM	0:04:04
1804-1302	M3	2:23:13 AM	2:27:17 AM	0:04:04
1804-1702	M1	10:31:03 PM	10:35:07 PM	0:04:04
1806-1667	M1	12:45:29 PM	12:49:33 PM	0:04:04
1808-1671	M2	4:00:41 PM	4:04:45 PM	0:04:04
1808-3075	M3	9:32:52 PM	9:36:56 PM	0:04:04
1810-0774	M3	6:42:56 PM	6:47:00 PM	0:04:04
1801-0595	M2	2:35:48 PM	2:39:51 PM	0:04:03
1806-1384	M3	7:45:52 PM	7:49:55 PM	0:04:03
1806-1396	M1	10:37:59 PM	10:42:02 PM	0:04:03
1808-1142	M3	10:38:33 PM	10:42:36 PM	0:04:03
1808-2372	M3	6:13:40 PM	6:17:43 PM	0:04:03
1808-2685	M1	8:44:31 PM	8:48:34 PM	0:04:03
1811-1158	M2	5:59:40 PM	6:03:43 PM	0:04:03
1802-0624	M1	9:50:07 AM	9:54:10 AM	0:04:03
1807-2571	M3	10:31:16 PM	10:35:19 PM	0:04:03
1809-0001	M1	12:10:57 AM	12:15:00 AM	0:04:03
1801-2166	M1	4:07:06 PM	4:11:08 PM	0:04:02
1802-2151	M3	6:42:34 AM	6:46:36 AM	0:04:02
1811-1877	M3	6:05:57 PM	6:09:59 PM	0:04:02
1812-0977	M3	9:10:51 PM	9:14:53 PM	0:04:02
1809-2068	M1	6:46:44 PM	6:50:45 PM	0:04:01
1808-3280	M1	9:26:16 AM	9:30:17 AM	0:04:01
1811-0725	M1	8:03:30 AM	8:07:31 AM	0:04:01
1811-1792	M3	1:47:56 PM	1:51:57 PM	0:04:01
1801-0451	M1	3:52:23 AM	3:56:23 AM	0:04:00
1801-1813	M3	8:43:43 AM	8:47:43 AM	0:04:00
1803-0831	M3	6:12:09 AM	6:16:09 AM	0:04:00
1803-1383	M3	8:00:02 PM	8:04:02 PM	0:04:00
1803-1546	M1	12:51:01 PM	12:55:01 PM	0:04:00
1809-1410	M2	3:12:19 PM	3:16:19 PM	0:04:00
1807-1600	M3	2:17:56 PM	2:21:56 PM	0:04:00
1808-3050	M2	4:44:08 PM	4:48:08 PM	0:04:00
1809-2529	M2	9:28:07 AM	9:32:07 AM	0:04:00
1811-1634	M1	11:45:35 AM	11:49:35 AM	0:04:00
1804-0447	M1	7:15:57 PM	7:19:56 PM	0:03:59
1804-0580	M3	6:53:27 AM	6:57:26 AM	0:03:59
1803-1860	M1	10:30:17 PM	10:34:16 PM	0:03:59
1807-2285	M3	6:56:33 PM	7:00:32 PM	0:03:59
1808-2366	M1	5:25:40 PM	5:29:39 PM	0:03:59
1809-0859	M2	9:34:25 AM	9:38:24 AM	0:03:59
1801-1462	M1	6:39:01 AM	6:42:59 AM	0:03:58
1807-0718	M1	8:29:55 PM	8:33:53 PM	0:03:58
1809-1237	M3	4:12:57 PM	4:16:55 PM	0:03:58
1804-0425	M1	1:59:47 PM	2:03:45 PM	0:03:58
1806-2953	M1	10:26:25 AM	10:30:23 AM	0:03:58
1807-3022	M3	6:46:59 PM	6:50:57 PM	0:03:58
1807-3092	M1	9:44:23 AM	9:48:21 AM	0:03:58
1809-1367	M1	8:12:06 AM	8:16:04 AM	0:03:58
1810-2295	M1	8:09:00 AM	8:12:58 AM	0:03:58
1811-0289	M1	4:55:39 PM	4:59:37 PM	0:03:58
1811-1079	M1	9:02:39 PM	9:06:37 PM	0:03:58
1804-0487	M3	10:18:05 AM	10:22:02 AM	0:03:57
1805-1992	M3	5:20:18 PM	5:24:15 PM	0:03:57
1806-2000	M3	9:52:46 PM	9:56:43 PM	0:03:57
1803-0951	M1	3:55:36 PM	3:59:33 PM	0:03:57
1809-2726	M1	3:26:01 PM	3:29:58 PM	0:03:57
1802-0643	M1	3:14:06 PM	3:18:02 PM	0:03:56
1807-0550	M3	8:54:15 PM	8:58:11 PM	0:03:56
1807-1307	M1	9:15:24 PM	9:19:20 PM	0:03:56
1807-1895	M1	10:47:17 AM	10:51:13 AM	0:03:56
1809-1689	M1	11:39:14 AM	11:43:10 AM	0:03:56
1810-1207	M1	5:39:11 PM	5:43:07 PM	0:03:56
1811-0485	M3	4:34:04 AM	4:38:00 AM	0:03:56

1811-0684	M1	2:11:51 PM	2:15:47 PM	0:03:56
1811-1398	M3	10:36:10 AM	10:40:06 AM	0:03:56
1801-2801	M3	7:34:00 PM	7:37:56 PM	0:03:56
1803-1561	M3	6:28:38 PM	6:32:34 PM	0:03:56
1806-1652	M1	11:02:51 AM	11:06:47 AM	0:03:56
1807-0076	M1	5:26:07 PM	5:30:03 PM	0:03:56
1807-1528	M3	11:51:24 PM	11:55:20 PM	0:03:56
1807-1951	M1	7:17:31 PM	7:21:27 PM	0:03:56
1807-3040	M2	8:38:00 PM	8:41:56 PM	0:03:56
1808-0250	M3	10:58:52 AM	11:02:48 AM	0:03:56
1812-1204	M1	9:15:12 AM	9:19:08 AM	0:03:56
1808-2818	M2	10:04:51 PM	10:08:46 PM	0:03:55
1810-0670	M3	11:59:41 AM	12:03:36 PM	0:03:55
1801-0162	M1	2:06:24 AM	2:10:19 AM	0:03:55
1802-1393	M3	4:26:34 PM	4:30:29 PM	0:03:55
1804-2160	M3	10:44:59 PM	10:48:54 PM	0:03:55
1811-0364	M1	9:23:43 PM	9:27:38 PM	0:03:55
1801-0354	M1	9:25:07 PM	9:29:01 PM	0:03:54
1801-0621	M1	7:31:26 PM	7:35:20 PM	0:03:54
1804-1093	M1	12:58:45 AM	1:02:39 AM	0:03:54
1805-2049	M1	8:54:20 AM	8:58:14 AM	0:03:54
1807-1466	M1	10:29:14 AM	10:33:08 AM	0:03:54
1807-1466	M3	10:29:14 AM	10:33:08 AM	0:03:54
1808-2758	M1	2:02:08 PM	2:06:02 PM	0:03:54
1801-0266	M1	6:37:27 AM	6:41:20 AM	0:03:53
1806-2634	M3	8:57:10 AM	9:01:03 AM	0:03:53
1812-2101	M1	1:41:52 PM	1:45:45 PM	0:03:53
1806-1537	M3	2:30:33 PM	2:34:26 PM	0:03:53
1807-2673	M3	3:50:09 PM	3:54:02 PM	0:03:53
1808-1593	M3	9:07:41 PM	9:11:34 PM	0:03:53
1808-1703	M1	9:03:59 PM	9:07:52 PM	0:03:53
1810-2207	M1	4:56:35 PM	5:00:28 PM	0:03:53
1801-2124	M3	1:55:51 AM	1:59:43 AM	0:03:52
1811-0057	M1	5:07:30 PM	5:11:22 PM	0:03:52
1802-1169	M1	4:23:26 PM	4:27:18 PM	0:03:52
1804-0679	M1	8:20:49 AM	8:24:40 AM	0:03:51
1808-0339	M1	10:17:57 PM	10:21:48 PM	0:03:51
1810-0700	M1	8:04:50 PM	8:08:41 PM	0:03:51
1801-1696	M1	12:20:20 AM	12:24:10 AM	0:03:50
1806-0092	M1	5:53:08 PM	5:56:58 PM	0:03:50
1807-3983	M3	11:46:46 PM	11:50:36 PM	0:03:50
1809-1485	M1	10:21:47 AM	10:25:37 AM	0:03:50
1812-2130	M1	7:18:12 PM	7:22:02 PM	0:03:50
1801-0357	M3	9:36:30 PM	9:40:20 PM	0:03:50
1804-0976	M1	7:49:04 PM	7:52:54 PM	0:03:50
1805-1420	M1	4:51:13 PM	4:55:03 PM	0:03:50
1806-0531	M1	5:46:52 PM	5:50:42 PM	0:03:50
1810-2150	M3	11:33:47 PM	11:37:37 PM	0:03:50
1811-0814	M3	10:43:11 AM	10:47:01 AM	0:03:50
1811-0995	M3	11:43:58 AM	11:47:48 AM	0:03:50
1802-0664	M1	9:59:40 PM	10:03:29 PM	0:03:49
1803-1592	M1	7:49:13 AM	7:53:02 AM	0:03:49
1807-1023	M3	9:20:07 PM	9:23:56 PM	0:03:49
1808-3332	M1	6:23:07 PM	6:26:56 PM	0:03:49
1809-0515	M1	8:02:14 PM	8:06:03 PM	0:03:49
1812-0777	M3	9:31:58 AM	9:35:47 AM	0:03:49
1812-0609	M1	3:13:09 PM	3:16:58 PM	0:03:49
1810-1173	M3	10:50:34 AM	10:54:22 AM	0:03:48
1808-1821	M3	9:32:46 PM	9:36:33 PM	0:03:47
1803-1490	M3	9:57:31 PM	10:01:17 PM	0:03:46
1803-1768	M1	2:25:25 PM	2:29:11 PM	0:03:46
1805-2748	M1	6:29:18 PM	6:33:04 PM	0:03:46
1806-2747	M1	12:00:50 PM	12:04:36 PM	0:03:46
1808-1451	M1	3:00:30 PM	3:04:16 PM	0:03:46
1808-3231	M3	5:16:37 PM	5:20:23 PM	0:03:46
1805-1756	M1	9:41:13 PM	9:44:58 PM	0:03:45
1801-0848	M1	3:31:55 PM	3:35:40 PM	0:03:45
1803-0928	M1	10:45:41 AM	10:49:26 AM	0:03:45
1805-0390	M1	7:49:49 PM	7:53:34 PM	0:03:45
1805-2482	M1	3:37:59 PM	3:41:44 PM	0:03:45
1806-0863	M3	10:42:53 PM	10:46:38 PM	0:03:45
1810-0497	M1	7:05:48 AM	7:09:33 AM	0:03:45
1801-0426	M3	7:31:10 PM	7:34:54 PM	0:03:44
1802-1133	M1	8:24:03 AM	8:27:47 AM	0:03:44
1804-0644	M3	8:48:18 PM	8:52:02 PM	0:03:44
1805-0024	M3	11:25:13 AM	11:28:57 AM	0:03:44
1805-0603	M1	2:55:02 PM	2:58:46 PM	0:03:44
1808-2773	M3	4:26:44 PM	4:30:28 PM	0:03:44
1808-2887	M3	3:48:43 PM	3:52:27 PM	0:03:44
1808-3232	M1	5:22:26 PM	5:26:10 PM	0:03:44
1805-1165	M3	9:41:29 AM	9:45:12 AM	0:03:43

1810-1666	M1	8:56:21 PM	9:00:04 PM	0:03:43
1801-2290	M1	10:24:32 PM	10:28:15 PM	0:03:43
1803-0968	M1	6:57:55 PM	7:01:38 PM	0:03:43
1804-1441	M1	1:40:18 AM	1:44:01 AM	0:03:43
1805-2250	M1	9:08:23 PM	9:12:06 PM	0:03:43
1806-3206	M1	12:46:40 PM	12:50:23 PM	0:03:43
1807-2651	M1	12:22:00 PM	12:25:43 PM	0:03:43
1808-1103	M1	4:56:58 PM	5:00:41 PM	0:03:43
1808-2945	M3	9:23:50 AM	9:27:33 AM	0:03:43
1809-1507	M3	1:30:52 PM	1:34:35 PM	0:03:43
1812-2850	M1	10:37:13 AM	10:40:56 AM	0:03:43
1803-0700	M3	8:30:03 PM	8:33:45 PM	0:03:42
1807-2962	M3	7:39:56 AM	7:43:38 AM	0:03:42
1808-0596	M1	7:45:11 AM	7:48:53 AM	0:03:42
1810-1210	M3	7:03:04 PM	7:06:46 PM	0:03:42
1812-1730	M1	6:28:15 PM	6:31:57 PM	0:03:42
1801-0244	M1	8:00:29 PM	8:04:10 PM	0:03:41
1802-1517	M1	1:46:23 PM	1:50:04 PM	0:03:41
1803-0902	M1	11:02:14 PM	11:05:55 PM	0:03:41
1804-1575	M1	5:26:38 PM	5:30:19 PM	0:03:41
1805-1067	M1	11:38:48 PM	11:42:29 PM	0:03:41
1805-2190	M3	10:21:45 AM	10:25:26 AM	0:03:41
1807-0483	M2	3:39:46 PM	3:43:27 PM	0:03:41
1807-1835	M1	9:59:50 PM	10:03:31 PM	0:03:41
1807-1835	M3	9:59:50 PM	10:03:31 PM	0:03:41
1809-2719	M1	1:50:37 PM	1:54:18 PM	0:03:41
1811-0907	M1	10:46:00 AM	10:49:41 AM	0:03:41
1811-1709	M1	3:46:26 PM	3:50:07 PM	0:03:41
1812-0511	M1	3:10:31 PM	3:14:12 PM	0:03:41
1812-1200	M3	7:57:28 AM	8:01:09 AM	0:03:41
1802-0364	M1	7:55:18 AM	7:58:59 AM	0:03:41
1804-1735	M1	7:48:32 AM	7:52:13 AM	0:03:41
1801-2450	M3	7:08:01 PM	7:11:41 PM	0:03:40
1804-1156	M7	7:35:16 PM	7:38:56 PM	0:03:40
1809-0409	M1	5:37:29 PM	5:41:09 PM	0:03:40
1811-1239	M1	2:38:54 PM	2:42:34 PM	0:03:40
1811-1239	M2	2:38:54 PM	2:42:34 PM	0:03:40
1801-2484	M1	2:31:40 AM	2:35:19 AM	0:03:39
1802-1920	M1	5:32:04 PM	5:35:43 PM	0:03:39
1806-0005	M3	12:31:22 AM	12:35:01 AM	0:03:39
1808-0663	M1	5:44:18 PM	5:47:57 PM	0:03:39
1810-0026	M1	12:20:12 PM	12:23:51 PM	0:03:39
1802-0590	M3	8:47:01 PM	8:50:40 PM	0:03:39
1802-1588	M3	8:12:38 AM	8:16:17 AM	0:03:39
1807-0030	M3	8:56:42 AM	9:00:21 AM	0:03:39
1808-1478	M3	6:58:11 PM	7:01:50 PM	0:03:39
1802-1832	M1	2:02:09 PM	2:05:47 PM	0:03:38
1803-1822	M1	9:45:10 AM	9:48:48 AM	0:03:38
1804-0322	M3	9:02:53 AM	9:06:31 AM	0:03:38
1808-1746	M3	10:19:58 AM	10:23:36 AM	0:03:38
1809-1444	M3	9:27:42 PM	9:31:20 PM	0:03:38
1810-2259	M1	3:29:13 PM	3:32:51 PM	0:03:38
1811-1880	M3	7:02:00 PM	7:05:38 PM	0:03:38
1803-0262	M1	12:56:01 PM	12:59:38 PM	0:03:37
1803-1250	M2	12:43:41 PM	12:47:18 PM	0:03:37
1810-0879	M1	10:02:39 AM	10:06:16 AM	0:03:37
1812-0627	M3	7:04:37 PM	7:08:14 PM	0:03:37
1806-2469	M3	9:15:18 PM	9:18:55 PM	0:03:37
1801-0123	M2	4:34:12 PM	4:37:48 PM	0:03:36
1805-1658	M1	6:15:05 PM	6:18:41 PM	0:03:36
1806-2415	M1	12:48:11 PM	12:51:47 PM	0:03:36
1807-3063	M1	12:30:33 AM	12:34:09 AM	0:03:36
1808-1498	M1	10:56:32 PM	11:00:08 PM	0:03:36
1808-2772	M3	4:08:15 PM	4:11:51 PM	0:03:36
1810-2029	M1	4:41:33 PM	4:45:09 PM	0:03:36
1812-1818	M1	7:05:32 PM	7:09:08 PM	0:03:36
1806-1059	M3	12:52:54 PM	12:56:30 PM	0:03:36
1808-0017	M1	8:48:27 AM	8:52:03 AM	0:03:36
1812-1919	M3	5:19:49 PM	5:23:25 PM	0:03:36
1811-0468	M3	7:39:10 PM	7:42:45 PM	0:03:35
1804-1789	M3	9:14:48 AM	9:18:23 AM	0:03:35
1805-2376	M1	6:12:56 PM	6:16:31 PM	0:03:35
1806-0169	M1	7:38:21 AM	7:41:56 AM	0:03:35
1808-0783	M1	7:11:34 PM	7:15:09 PM	0:03:35
1809-2232	M3	5:32:50 PM	5:36:25 PM	0:03:35
1811-1291	M3	10:54:32 PM	10:58:07 PM	0:03:35
1812-2196	M3	2:37:17 PM	2:40:52 PM	0:03:35
1802-1272	M1	10:10:41 AM	10:14:15 AM	0:03:34
1803-1510	M3	12:45:52 AM	12:49:26 AM	0:03:34
1804-0383	M3	10:44:10 PM	10:47:44 PM	0:03:34
1804-1384	M1	9:27:10 AM	9:30:44 AM	0:03:34

1806-2530	M3	9:16:11 AM	9:19:45 AM	0:03:34
1807-1258	M1	12:29:11 PM	12:32:45 PM	0:03:34
1807-2502	M3	12:51:47 PM	12:55:21 PM	0:03:34
1801-1001	M3	11:35:28 AM	11:39:01 AM	0:03:33
1801-1976	M1	8:29:31 PM	8:33:04 PM	0:03:33
1803-1189	M1	1:39:55 PM	1:43:28 PM	0:03:33
1804-1232	M1	7:17:00 PM	7:20:33 PM	0:03:33
1807-0425	M1	9:58:00 AM	10:01:33 AM	0:03:33
1807-1397	M1	8:03:34 PM	8:07:07 PM	0:03:33
1808-3142	M1	8:13:44 PM	8:17:17 PM	0:03:33
1810-2169	M1	7:48:23 AM	7:51:56 AM	0:03:33
1812-1930	M1	7:30:32 PM	7:34:05 PM	0:03:33
1807-1210	M1	8:15:44 PM	8:19:17 PM	0:03:33
1807-1431	M1	12:28:56 AM	12:32:28 AM	0:03:32
1802-2440	M3	8:30:53 PM	8:34:25 PM	0:03:32
1804-1973	M3	3:26:00 PM	3:29:32 PM	0:03:32
1807-2140	M1	12:27:44 PM	12:31:16 PM	0:03:32
1807-3081	M3	4:57:29 AM	5:01:01 AM	0:03:32
1808-2371	M1	6:06:12 PM	6:09:44 PM	0:03:32
1809-1483	M3	10:00:35 AM	10:04:07 AM	0:03:32
1806-0202	M1	3:18:14 PM	3:21:45 PM	0:03:31
1807-0074	M3	5:16:28 PM	5:19:59 PM	0:03:31
1808-2173	M1	6:51:51 PM	6:55:22 PM	0:03:31
1801-0327	M3	5:08:58 PM	5:12:29 PM	0:03:31
1801-0348	M1	8:31:04 PM	8:34:35 PM	0:03:31
1804-0066	M3	8:44:49 PM	8:48:20 PM	0:03:31
1806-0417	M3	7:32:05 PM	7:35:36 PM	0:03:31
1806-2781	M3	4:35:50 PM	4:39:21 PM	0:03:31
1809-2744	M1	8:16:19 PM	8:19:50 PM	0:03:31
1802-0214	M1	11:08:18 AM	11:11:48 AM	0:03:30
1802-0214	M2	11:08:18 AM	11:11:48 AM	0:03:30
1802-0214	M3	11:08:18 AM	11:11:48 AM	0:03:30
1804-1334	M3	4:10:57 PM	4:14:27 PM	0:03:30
1806-0246	M3	9:11:42 PM	9:15:12 PM	0:03:30
1804-1904	M3	6:31:59 PM	6:35:28 PM	0:03:29
1806-2645	M3	10:43:31 AM	10:47:00 AM	0:03:29
1806-2662	M1	1:02:20 PM	1:05:49 PM	0:03:29
1807-1658	M1	8:03:41 PM	8:07:10 PM	0:03:29
1809-1109	M1	6:29:50 AM	6:33:19 AM	0:03:29
1810-1972	M1	12:01:17 AM	12:04:46 AM	0:03:29
1804-0971	M1	6:58:55 PM	7:02:24 PM	0:03:29
1801-1115	M1	5:29:04 PM	5:32:31 PM	0:03:27
1801-2071	M1	10:18:37 AM	10:22:04 AM	0:03:27
1803-1240	M1	10:43:31 AM	10:46:58 AM	0:03:27
1803-2444	M3	9:02:36 PM	9:06:03 PM	0:03:27
1806-2435	M1	3:45:41 PM	3:49:08 PM	0:03:27
1807-0359	M3	9:37:50 PM	9:41:17 PM	0:03:27
1808-3344	M3	8:54:09 PM	8:57:36 PM	0:03:27
1809-0712	M3	3:43:27 PM	3:46:54 PM	0:03:27
1810-0688	M3	5:20:43 PM	5:24:10 PM	0:03:27
1811-0547	M3	6:09:54 PM	6:13:21 PM	0:03:27
1811-0849	M1	3:06:17 PM	3:09:44 PM	0:03:27
1812-2709	M2	1:43:20 PM	1:46:47 PM	0:03:27
1801-2204	M1	8:55:30 AM	8:58:56 AM	0:03:26
1801-2768	M3	11:59:08 AM	12:02:34 PM	0:03:26
1808-0614	M1	10:17:53 AM	10:21:19 AM	0:03:26
1809-2527	M3	9:22:40 AM	9:26:06 AM	0:03:26
1810-0077	M1	9:07:12 PM	9:10:38 PM	0:03:26
1811-1770	M2	9:35:13 AM	9:38:39 AM	0:03:26
1803-2236	M1	8:37:57 PM	8:41:23 PM	0:03:26
1804-1014	M3	10:18:22 AM	10:21:48 AM	0:03:26
1806-2350	M1	9:21:16 PM	9:24:42 PM	0:03:26
1810-2323	M3	2:13:19 PM	2:16:45 PM	0:03:26
1812-1017	M1	12:12:31 PM	12:15:57 PM	0:03:26
1803-1700	M3	5:10:38 PM	5:14:03 PM	0:03:25
1805-1829	M3	4:56:12 PM	4:59:37 PM	0:03:25
1808-2584	M3	2:16:56 AM	2:20:21 AM	0:03:25
1810-0250	M3	11:44:24 AM	11:47:49 AM	0:03:25
1810-0606	M1	5:00:22 PM	5:03:47 PM	0:03:25
1804-0602	M3	1:40:25 PM	1:43:50 PM	0:03:25
1811-0177	M3	4:02:54 AM	4:06:19 AM	0:03:25
1812-2165	M3	9:10:06 AM	9:13:31 AM	0:03:25
1801-1406	M3	8:55:14 AM	8:58:38 AM	0:03:24
1801-1410	M1	11:13:10 AM	11:16:34 AM	0:03:24
1801-2775	M3	1:04:02 PM	1:07:26 PM	0:03:24
1804-1034	M3	1:47:12 PM	1:50:36 PM	0:03:24
1804-2103	M1	11:15:10 AM	11:18:34 AM	0:03:24
1806-2727	M1	6:29:27 AM	6:32:51 AM	0:03:24
1802-0250	M3	4:48:59 PM	4:52:22 PM	0:03:23
1802-1524	M3	2:16:28 PM	2:19:51 PM	0:03:23
1806-0479	M1	9:18:36 AM	9:21:59 AM	0:03:23

1808-0067	M3	8:37:38 PM	8:41:01 PM	0:03:23
1809-2062	M1	5:55:11 PM	5:58:34 PM	0:03:23
1811-0952	M3	8:17:52 PM	8:21:15 PM	0:03:23
1808-3059	M2	6:39:03 PM	6:42:26 PM	0:03:23
1810-1593	M1	7:16:07 PM	7:19:30 PM	0:03:23
1811-0005	M1	1:01:19 AM	1:04:42 AM	0:03:23
1801-0217	M3	2:19:52 PM	2:23:14 PM	0:03:22
1806-0226	M3	7:15:09 PM	7:18:31 PM	0:03:22
1806-0487	M3	10:53:01 AM	10:56:23 AM	0:03:22
1806-0614	M1	4:00:59 PM	4:04:21 PM	0:03:22
1806-2938	M1	6:26:45 AM	6:30:07 AM	0:03:22
1806-2938	M3	6:26:45 AM	6:30:07 AM	0:03:22
1808-1920	M3	6:17:49 PM	6:21:11 PM	0:03:22
1808-3042	M2	3:51:08 PM	3:54:30 PM	0:03:22
1810-0242	M1	8:01:00 AM	8:04:22 AM	0:03:22
1802-0613	M3	8:38:55 AM	8:42:16 AM	0:03:21
1802-2044	M3	9:34:15 PM	9:37:36 PM	0:03:21
1803-0869	M1	5:08:15 PM	5:11:36 PM	0:03:21
1803-1010	M3	9:46:03 AM	9:49:24 AM	0:03:21
1804-0281	M3	6:00:29 PM	6:03:50 PM	0:03:21
1803-0038	M3	1:18:44 PM	1:22:04 PM	0:03:20
1803-2594	M3	1:12:26 PM	1:15:46 PM	0:03:20
1807-1020	M1	8:49:28 PM	8:52:48 PM	0:03:20
1807-1789	M2	4:32:41 PM	4:36:01 PM	0:03:20
1808-0269	M3	12:47:27 PM	12:50:47 PM	0:03:20
1809-2343	M1	12:34:57 AM	12:38:17 AM	0:03:20
1810-1202	M1	5:15:47 PM	5:19:07 PM	0:03:20
1810-1720	M3	4:25:40 PM	4:29:00 PM	0:03:20
1801-1093	M1	12:42:59 PM	12:46:18 PM	0:03:19
1801-1138	M1	8:41:14 PM	8:44:33 PM	0:03:19
1802-0981	M3	11:03:08 AM	11:06:27 AM	0:03:19
1804-1968	M3	2:37:37 PM	2:40:56 PM	0:03:19
1805-0552	M3	9:16:51 PM	9:20:10 PM	0:03:19
1806-2797	M1	7:14:48 PM	7:18:07 PM	0:03:19
1806-3249	M1	8:18:50 PM	8:22:09 PM	0:03:19
1809-0219	M1	5:17:55 PM	5:21:14 PM	0:03:19
1810-1639	M1	1:43:30 PM	1:46:49 PM	0:03:19
1811-0667	M1	8:21:42 AM	8:25:01 AM	0:03:19
1811-1122	M1	10:58:34 AM	11:01:53 AM	0:03:19
1812-1735	M1	7:50:49 PM	7:54:08 PM	0:03:19
1806-0102	M3	7:30:18 PM	7:33:36 PM	0:03:18
1806-0817	M3	4:01:40 PM	4:04:58 PM	0:03:18
1810-0780	M1	9:22:32 PM	9:25:50 PM	0:03:18
1811-1450	M3	9:07:52 PM	9:11:10 PM	0:03:18
1812-1006	M3	9:22:24 AM	9:25:42 AM	0:03:18
1812-1923	M3	6:11:06 PM	6:14:24 PM	0:03:18
1802-1689	M1	10:42:20 AM	10:45:38 AM	0:03:18
1808-1257	M1	7:52:07 PM	7:55:25 PM	0:03:18
1811-1543	M1	8:30:20 AM	8:33:38 AM	0:03:18
1801-0545	M3	11:01:19 PM	11:04:36 PM	0:03:17
1802-2439	M1	8:22:16 PM	8:25:33 PM	0:03:17
1803-0486	M3	8:52:44 AM	8:56:01 AM	0:03:17
1806-1366	M1	5:43:17 PM	5:46:34 PM	0:03:17
1807-1485	M1	3:20:56 PM	3:24:13 PM	0:03:17
1807-3129	M1	3:41:32 PM	3:44:49 PM	0:03:17
1807-3960	M2	9:19:07 PM	9:22:24 PM	0:03:17
1808-1225	M3	3:32:53 PM	3:36:10 PM	0:03:17
1809-1414	M3	4:03:17 PM	4:06:34 PM	0:03:17
1809-1513	M3	2:11:25 PM	2:14:42 PM	0:03:17
1809-2032	M3	12:30:45 PM	12:34:02 PM	0:03:17
1810-1631	M3	10:49:45 AM	10:53:02 AM	0:03:17
1812-0623	M3	5:54:12 PM	5:57:29 PM	0:03:17
1812-2449	M2	7:27:03 PM	7:30:20 PM	0:03:17
1803-1195	M3	2:20:24 PM	2:23:41 PM	0:03:17
1805-0748	M1	4:09:43 AM	4:13:00 AM	0:03:17
1805-1999	M3	7:04:42 PM	7:07:58 PM	0:03:16
1802-1679	M3	8:09:54 AM	8:13:10 AM	0:03:16
1803-2314	M3	2:48:14 PM	2:51:30 PM	0:03:16
1804-0962	M2	5:31:33 PM	5:34:49 PM	0:03:16
1807-2363	M1	11:28:33 AM	11:31:49 AM	0:03:16
1809-0352	M3	10:24:19 PM	10:27:35 PM	0:03:16
1809-1721	M1	8:57:01 PM	9:00:17 PM	0:03:16
1810-1519	M1	6:36:42 PM	6:39:58 PM	0:03:16
1811-0199	M1	12:43:29 PM	12:46:45 PM	0:03:16
1811-1719	M1	7:12:26 PM	7:15:42 PM	0:03:16
1801-2349	M2	4:37:52 PM	4:41:07 PM	0:03:15
1802-0326	M1	3:34:57 PM	3:38:12 PM	0:03:15
1807-0037	M3	10:00:11 AM	10:03:26 AM	0:03:15
1808-1976	M1	9:48:53 AM	9:52:08 AM	0:03:15
1809-2243	M3	6:44:03 PM	6:47:18 PM	0:03:15
1801-0814	M3	11:10:07 PM	11:13:22 PM	0:03:15

1805-1931	M3	11:26:15 PM	11:29:30 PM	0:03:15
1806-1220	M3	9:03:06 AM	9:06:21 AM	0:03:15
1807-1504	M3	8:34:49 PM	8:38:04 PM	0:03:15
1803-0018	M1	9:42:20 AM	9:45:34 AM	0:03:14
1804-0451	M3	7:54:15 PM	7:57:29 PM	0:03:14
1804-0455	M1	9:03:57 PM	9:07:11 PM	0:03:14
1805-0473	M1	9:20:50 PM	9:24:04 PM	0:03:14
1806-1982	M3	5:34:25 PM	5:37:39 PM	0:03:14
1809-1966	M1	5:50:13 PM	5:53:27 PM	0:03:14
1809-2166	M3	8:57:49 PM	9:01:03 PM	0:03:14
1812-0584	M2	11:13:09 AM	11:16:23 AM	0:03:14
1812-2601	M3	8:25:07 PM	8:28:21 PM	0:03:14
1807-2133	M3	11:29:27 AM	11:32:41 AM	0:03:14
1810-0043	M1	4:08:06 PM	4:11:20 PM	0:03:14
1804-1141	M7	3:31:05 PM	3:34:18 PM	0:03:13
1805-2061	M3	12:25:48 PM	12:29:01 PM	0:03:13
1806-2450	M1	6:29:53 PM	6:33:06 PM	0:03:13
1812-1884	M1	10:37:55 AM	10:41:08 AM	0:03:13
1806-2426	M1	2:23:34 PM	2:26:47 PM	0:03:13
1809-1388	M2	12:06:54 PM	12:10:07 PM	0:03:13
1810-0475	M2	9:43:11 PM	9:46:24 PM	0:03:13
1811-0277	M1	1:39:54 PM	1:43:07 PM	0:03:13
1812-1337	M3	2:01:36 PM	2:04:49 PM	0:03:13
1812-1673	M1	6:45:09 PM	6:48:22 PM	0:03:13
1806-2600	M1	10:05:25 PM	10:08:37 PM	0:03:12
1806-2814	M1	11:27:40 PM	11:30:52 PM	0:03:12
1809-0684	M3	12:07:44 PM	12:10:56 PM	0:03:12
1802-0367	M1	9:02:58 AM	9:06:09 AM	0:03:11
1810-0661	M3	10:55:12 AM	10:58:23 AM	0:03:11
1810-1055	M1	6:14:13 PM	6:17:24 PM	0:03:11
1801-2624	M3	12:18:14 PM	12:21:24 PM	0:03:10
1803-0391	M3	9:50:49 PM	9:53:59 PM	0:03:10
1807-2562	M1	9:30:52 PM	9:34:02 PM	0:03:10
1807-3207	M1	9:01:12 AM	9:04:22 AM	0:03:10
1809-1027	M1	9:33:55 PM	9:37:05 PM	0:03:10
1808-1816	M2	9:17:05 PM	9:20:15 PM	0:03:10
1808-2236	M3	11:51:33 AM	11:54:43 AM	0:03:10
1812-2744	M1	5:27:53 PM	5:31:03 PM	0:03:10
1809-0082	M1	4:04:35 PM	4:07:44 PM	0:03:09
1809-1451	M1	10:43:02 PM	10:46:11 PM	0:03:09
1810-1779	M3	5:05:05 PM	5:08:14 PM	0:03:09
1810-2177	M3	10:12:53 AM	10:16:02 AM	0:03:09
1801-1829	M1	11:09:33 AM	11:12:42 AM	0:03:09
1807-3203	M3	6:15:50 AM	6:18:59 AM	0:03:09
1808-0382	M1	8:40:39 AM	8:43:48 AM	0:03:09
1806-3257	M1	9:34:51 PM	9:37:59 PM	0:03:08
1812-2729	M3	4:12:03 PM	4:15:11 PM	0:03:08
1804-1331	M3	3:27:15 PM	3:30:23 PM	0:03:08
1804-1509	M2	7:46:24 PM	7:49:32 PM	0:03:08
1805-2666	M1	8:08:40 PM	8:11:48 PM	0:03:08
1808-2766	M2	3:09:57 PM	3:13:05 PM	0:03:08
1810-1829	M1	10:21:25 AM	10:24:33 AM	0:03:08
1809-1390	M3	12:24:33 PM	12:27:40 PM	0:03:07
1801-2798	M3	5:25:25 PM	5:28:32 PM	0:03:07
1803-1379	M1	7:00:15 PM	7:03:22 PM	0:03:07
1803-2221	M3	6:43:59 PM	6:47:06 PM	0:03:07
1808-2078	M1	12:13:08 AM	12:16:15 AM	0:03:07
1808-3171	M3	8:24:17 AM	8:27:24 AM	0:03:07
1809-0028	M1	7:22:40 AM	7:25:47 AM	0:03:07
1811-0112	M3	11:16:53 AM	11:20:00 AM	0:03:07
1801-0419	M1	5:40:37 PM	5:43:43 PM	0:03:06
1801-0479	M1	12:03:56 PM	12:07:02 PM	0:03:06
1801-1719	M3	10:39:37 AM	10:42:43 AM	0:03:06
1810-1936	M1	1:49:49 PM	1:52:55 PM	0:03:06
1811-0001	M3	12:12:04 AM	12:15:10 AM	0:03:06
1812-2304	M1	4:31:34 PM	4:34:40 PM	0:03:06
1812-2408	M3	1:38:06 PM	1:41:12 PM	0:03:06
1809-0205	M3	3:38:45 PM	3:41:50 PM	0:03:05
1801-2082	M7	12:43:24 PM	12:46:29 PM	0:03:05
1802-2409	M1	1:04:31 PM	1:07:36 PM	0:03:05
1806-1542	M3	3:25:31 PM	3:28:36 PM	0:03:05
1806-2392	M1	8:46:55 AM	8:50:00 AM	0:03:05
1809-0969	M1	11:19:56 AM	11:23:01 AM	0:03:05
1809-1068	M1	1:48:12 PM	1:51:17 PM	0:03:05
1812-0521	M3	6:38:03 PM	6:41:08 PM	0:03:05
1802-1819	M3	12:26:40 PM	12:29:44 PM	0:03:04
1805-2568	M1	4:45:49 PM	4:48:53 PM	0:03:04
1809-0844	M3	11:31:29 PM	11:34:33 PM	0:03:04
1810-1052	M2	5:41:48 PM	5:44:52 PM	0:03:04
1811-1255	M3	5:56:16 PM	5:59:20 PM	0:03:04
1801-1737	M3	2:03:16 PM	2:06:20 PM	0:03:04

1809-1685	M1	10:17:33 AM	10:20:37 AM	0:03:04
1809-2108	M3	10:11:03 AM	10:14:07 AM	0:03:04
1810-1966	M3	10:18:11 PM	10:21:15 PM	0:03:04
1812-2749	M2	5:39:53 PM	5:42:57 PM	0:03:04
1805-1291	M1	7:42:38 AM	7:45:41 AM	0:03:03
1806-2894	M3	6:16:02 PM	6:19:05 PM	0:03:03
1806-1479	M1	7:00:21 PM	7:03:24 PM	0:03:03
1801-0443	M3	10:49:53 PM	10:52:55 PM	0:03:02
1801-1581	M7	2:22:36 PM	2:25:38 PM	0:03:02
1802-0054	M3	6:04:55 PM	6:07:57 PM	0:03:02
1802-0237	M3	3:42:55 PM	3:45:57 PM	0:03:02
1806-2993	M1	6:28:40 PM	6:31:42 PM	0:03:02
1811-0865	M3	7:02:47 PM	7:05:49 PM	0:03:02
1812-1810	M3	6:19:18 PM	6:22:20 PM	0:03:02
1806-1181	M1	4:49:11 PM	4:52:13 PM	0:03:02
1806-1181	M3	4:49:11 PM	4:52:13 PM	0:03:02
1802-0553	M1	1:49:13 PM	1:52:14 PM	0:03:01
1809-0178	M1	11:32:41 AM	11:35:42 AM	0:03:01
1805-1645	M1	4:26:47 PM	4:29:48 PM	0:03:01
1810-0074	M1	8:43:39 PM	8:46:40 PM	0:03:01
1801-1336	M3	2:17:06 PM	2:20:06 PM	0:03:00
1802-1463	M3	1:02:19 AM	1:05:19 AM	0:03:00
1803-0246	M1	10:32:56 AM	10:35:56 AM	0:03:00
1804-0857	M7	2:45:24 PM	2:48:24 PM	0:03:00
1806-0551	M3	9:51:19 PM	9:54:19 PM	0:03:00
1807-0514	M2	6:18:10 PM	6:21:10 PM	0:03:00
1808-1435	M1	12:57:58 PM	1:00:58 PM	0:03:00
1810-0379	M3	6:18:57 PM	6:21:57 PM	0:03:00
1810-1095	M1	9:13:36 AM	9:16:36 AM	0:03:00
1810-1351	M1	6:30:15 PM	6:33:15 PM	0:03:00
1811-0441	M3	1:24:53 PM	1:27:53 PM	0:03:00
1811-0463	M3	6:34:49 PM	6:37:49 PM	0:03:00
1803-1893	M3	12:30:01 PM	12:33:00 PM	0:02:59
1807-2263	M1	3:05:33 PM	3:08:32 PM	0:02:59
1807-3964	M2	10:19:25 PM	10:22:24 PM	0:02:59
1803-0688	M3	5:43:45 PM	5:46:44 PM	0:02:59
1808-1278	M1	9:50:42 PM	9:53:41 PM	0:02:59
1808-1683	M1	5:55:37 PM	5:58:36 PM	0:02:59
1809-0858	M1	8:59:50 AM	9:02:49 AM	0:02:59
1810-2184	M1	11:20:53 AM	11:23:52 AM	0:02:59
1812-1193	M1	3:39:41 AM	3:42:40 AM	0:02:59
1802-1481	M3	8:57:32 AM	9:00:30 AM	0:02:58
1802-2362	M3	5:39:14 PM	5:42:12 PM	0:02:58
1803-0579	M3	1:22:34 PM	1:25:32 PM	0:02:58
1803-1144	M1	10:07:49 PM	10:10:47 PM	0:02:58
1806-0622	M1	6:09:38 PM	6:12:36 PM	0:02:58
1806-2260	M2	7:37:32 AM	7:40:30 AM	0:02:58
1807-0412	M3	6:49:52 AM	6:52:50 AM	0:02:58
1807-0506	M1	5:52:17 PM	5:55:15 PM	0:02:58
1809-1007	M3	5:28:19 PM	5:31:17 PM	0:02:58
1811-0214	M1	5:11:35 PM	5:14:33 PM	0:02:58
1802-2313	M1	8:06:14 AM	8:09:12 AM	0:02:58
1807-1637	M3	5:41:09 PM	5:44:07 PM	0:02:58
1801-1786	M3	9:42:05 PM	9:45:02 PM	0:02:57
1801-1944	M3	1:36:25 PM	1:39:22 PM	0:02:57
1805-0780	M1	2:46:52 PM	2:49:49 PM	0:02:57
1805-2707	M1	9:22:06 AM	9:25:03 AM	0:02:57
1806-3110	M1	6:46:01 PM	6:48:58 PM	0:02:57
1807-0655	M3	1:10:39 PM	1:13:36 PM	0:02:57
1808-2781	M1	6:03:39 PM	6:06:36 PM	0:02:57
1809-1539	M3	7:27:18 PM	7:30:15 PM	0:02:57
1802-0576	M3	6:26:42 PM	6:29:38 PM	0:02:56
1808-0436	M2	7:16:24 PM	7:19:20 PM	0:02:56
1808-2744	M2	12:37:43 PM	12:40:39 PM	0:02:56
1811-1767	M3	8:43:49 AM	8:46:45 AM	0:02:56
1809-2418	M3	7:26:50 PM	7:29:46 PM	0:02:56
1810-0888	M3	12:00:54 PM	12:03:50 PM	0:02:56
1811-1053	M1	1:02:43 PM	1:05:39 PM	0:02:56
1806-1669	M3	1:13:09 PM	1:16:04 PM	0:02:55
1806-1850	M3	10:09:59 AM	10:12:54 AM	0:02:55
1807-2028	M3	1:31:26 PM	1:34:21 PM	0:02:55
1808-0207	M1	10:02:37 PM	10:05:32 PM	0:02:55
1804-0259	M3	1:25:43 PM	1:28:38 PM	0:02:55
1801-0224	M1	3:46:31 PM	3:49:25 PM	0:02:54
1806-0928	M1	11:40:19 AM	11:43:13 AM	0:02:54
1807-2758	M1	9:33:56 AM	9:36:50 AM	0:02:54
1808-0410	M3	1:55:22 PM	1:58:16 PM	0:02:54
1808-1924	M3	7:14:47 PM	7:17:41 PM	0:02:54
1809-1262	M1	8:31:09 PM	8:34:03 PM	0:02:54
1810-0380	M1	6:24:16 PM	6:27:10 PM	0:02:54
1812-1243	M3	2:52:17 PM	2:55:11 PM	0:02:54

1807-1263	M3	1:14:07 PM	1:17:00 PM	0:02:53
1810-1588	M3	5:09:20 PM	5:12:13 PM	0:02:53
1810-1826	M3	10:07:13 AM	10:10:06 AM	0:02:53
1803-2145	M3	7:07:01 PM	7:09:53 PM	0:02:52
1805-0316	M1	7:20:46 PM	7:23:38 PM	0:02:52
1807-1502	M3	8:00:23 PM	8:03:15 PM	0:02:52
1808-1786	M3	2:58:53 PM	3:01:45 PM	0:02:52
1808-2345	M1	3:16:48 PM	3:19:40 PM	0:02:52
1809-0166	M1	10:16:27 AM	10:19:19 AM	0:02:52
1810-1043	M1	1:17:21 PM	1:20:13 PM	0:02:52
1810-2255	M3	1:36:13 PM	1:39:05 PM	0:02:52
1810-1865	M1	4:42:32 PM	4:45:23 PM	0:02:51
1812-2261	M3	8:50:42 AM	8:53:33 AM	0:02:51
1801-0868	M1	7:57:58 PM	8:00:49 PM	0:02:51
1801-2630	M3	1:21:41 PM	1:24:32 PM	0:02:51
1803-0851	M3	12:38:04 PM	12:40:55 PM	0:02:51
1808-1701	M3	9:00:25 PM	9:03:16 PM	0:02:51
1811-1902	M1	10:11:08 AM	10:13:59 AM	0:02:51
1811-1902	M3	10:11:08 AM	10:13:59 AM	0:02:51
1807-2637	M1	10:39:11 AM	10:42:01 AM	0:02:50
1807-3031	M1	7:40:04 PM	7:42:54 PM	0:02:50
1808-0509	M3	10:49:25 AM	10:52:15 AM	0:02:50
1808-1065	M3	11:24:01 AM	11:26:51 AM	0:02:50
1809-1092	M3	6:54:47 PM	6:57:37 PM	0:02:50
1812-1501	M3	1:04:11 PM	1:07:01 PM	0:02:50
1812-2216	M3	5:07:39 PM	5:10:29 PM	0:02:50
1801-2444	M3	5:28:41 PM	5:31:31 PM	0:02:50
1803-1975	M1	1:12:54 PM	1:15:44 PM	0:02:50
1806-0913	M1	10:00:10 AM	10:03:00 AM	0:02:50
1806-2629	M3	7:29:34 AM	7:32:24 AM	0:02:50
1806-2346	M1	8:45:33 PM	8:48:22 PM	0:02:49
1811-0113	M1	11:37:18 AM	11:40:07 AM	0:02:49
1801-0618	M2	7:23:34 PM	7:26:23 PM	0:02:49
1801-2309	M3	10:37:19 AM	10:40:08 AM	0:02:49
1807-0057	M3	2:08:27 PM	2:11:16 PM	0:02:49
1808-2157	M3	4:36:42 PM	4:39:31 PM	0:02:49
1810-1045	M3	2:08:59 PM	2:11:48 PM	0:02:49
1811-0769	M1	4:56:05 PM	4:58:54 PM	0:02:49
1804-0974	M3	7:17:42 PM	7:20:30 PM	0:02:48
1806-0868	M3	11:36:01 PM	11:38:49 PM	0:02:48
1807-2549	M1	6:11:41 PM	6:14:29 PM	0:02:48
1808-0528	M3	2:20:55 PM	2:23:43 PM	0:02:48
1807-0337	M1	7:01:01 PM	7:03:49 PM	0:02:48
1811-0287	M3	4:32:39 PM	4:35:27 PM	0:02:48
1803-1026	M3	12:07:40 PM	12:10:27 PM	0:02:47
1808-1244	M3	6:08:49 PM	6:11:36 PM	0:02:47
1810-0532	M1	3:44:46 PM	3:47:33 PM	0:02:47
1802-1394	M1	4:35:54 PM	4:38:40 PM	0:02:46
1803-2475	M3	4:29:40 AM	4:32:26 AM	0:02:46
1803-1444	M1	2:03:54 PM	2:06:40 PM	0:02:46
1807-1212	M2	8:21:43 PM	8:24:29 PM	0:02:46
1807-1277	M2	3:33:57 PM	3:36:43 PM	0:02:46
1808-3098	M1	9:50:18 AM	9:53:04 AM	0:02:46
1809-2279	M3	10:45:53 AM	10:48:39 AM	0:02:46
1801-1818	M3	9:25:14 AM	9:27:59 AM	0:02:45
1801-1833	M3	11:25:02 AM	11:27:47 AM	0:02:45
1802-2356	M1	4:31:12 PM	4:33:57 PM	0:02:45
1804-1873	M1	11:19:40 AM	11:22:25 AM	0:02:45
1805-0450	M3	2:49:31 PM	2:52:16 PM	0:02:45
1805-0615	M3	5:40:51 PM	5:43:36 PM	0:02:45
1806-2532	M1	9:24:28 AM	9:27:13 AM	0:02:45
1812-0731	M1	6:19:46 PM	6:22:31 PM	0:02:45
1803-1462	M3	5:25:38 PM	5:28:23 PM	0:02:45
1807-2901	M1	5:02:23 PM	5:05:07 PM	0:02:44
1802-1401	M3	5:21:20 PM	5:24:04 PM	0:02:44
1802-1961	M1	2:26:05 AM	2:28:49 AM	0:02:44
1807-1363	M3	2:41:20 PM	2:44:04 PM	0:02:44
1809-2333	M3	10:01:23 PM	10:04:07 PM	0:02:44
1811-0581	M1	9:51:13 AM	9:53:57 AM	0:02:44
1802-1417	M3	6:42:45 PM	6:45:28 PM	0:02:43
1806-1454	M1	2:06:57 PM	2:09:40 PM	0:02:43
1807-1161	M1	9:45:06 AM	9:47:49 AM	0:02:43
1808-2129	M3	1:42:33 PM	1:45:16 PM	0:02:43
1812-1345	M1	2:57:05 PM	2:59:48 PM	0:02:43
1801-0239	M1	6:43:58 PM	6:46:40 PM	0:02:42
1801-0769	M3	6:41:24 AM	6:44:06 AM	0:02:42
1803-0522	M1	5:51:16 PM	5:53:58 PM	0:02:42
1806-2897	M1	6:45:06 PM	6:47:48 PM	0:02:42
1807-2670	M2	3:07:43 PM	3:10:25 PM	0:02:42
1807-3175	M3	10:12:06 PM	10:14:48 PM	0:02:42
1811-1886	M1	8:23:49 PM	8:26:31 PM	0:02:42

1808-1468	M1	5:51:11 PM	5:53:53 PM	0:02:42
1812-2014	M1	1:12:35 PM	1:15:17 PM	0:02:42
1802-2395	M1	9:49:25 AM	9:52:06 AM	0:02:41
1801-2644	M1	4:46:13 PM	4:48:54 PM	0:02:41
1807-1274	M1	3:17:48 PM	3:20:29 PM	0:02:41
1801-0445	M1	11:51:07 PM	11:53:47 PM	0:02:40
1802-0565	M1	3:56:01 PM	3:58:41 PM	0:02:40
1810-0368	M1	4:45:30 PM	4:48:10 PM	0:02:40
1806-2666	M3	1:34:21 PM	1:37:01 PM	0:02:40
1811-1052	M3	12:41:09 PM	12:43:49 PM	0:02:40
1805-1017	M1	9:48:21 AM	9:51:00 AM	0:02:39
1806-3134	M3	10:37:12 PM	10:39:50 PM	0:02:38
1811-1124	M3	11:03:17 AM	11:05:55 AM	0:02:38
1805-0356	M1	10:23:12 AM	10:25:50 AM	0:02:38
1805-0471	M1	8:35:40 PM	8:38:18 PM	0:02:38
1806-2029	M3	11:02:09 AM	11:04:47 AM	0:02:38
1810-1687	M1	9:32:31 AM	9:35:09 AM	0:02:38
1801-1823	M1	10:25:17 AM	10:27:54 AM	0:02:37
1802-2399	M3	9:55:13 AM	9:57:50 AM	0:02:37
1805-2052	M3	9:28:17 AM	9:30:54 AM	0:02:37
1808-1548	M3	11:52:47 AM	11:55:24 AM	0:02:37
1810-1492	M3	11:57:02 AM	11:59:39 AM	0:02:37
1803-0283	M1	3:59:11 PM	4:01:48 PM	0:02:37
1809-2120	M2	11:43:12 AM	11:45:49 AM	0:02:37
1810-2117	M3	2:24:52 PM	2:27:29 PM	0:02:37
1802-0547	M3	12:28:19 PM	12:30:55 PM	0:02:36
1805-1049	M3	8:17:14 PM	8:19:50 PM	0:02:36
1806-0929	M3	11:52:02 AM	11:54:38 AM	0:02:36
1806-1352	M3	3:46:42 PM	3:49:18 PM	0:02:36
1807-2630	M1	10:01:20 AM	10:03:56 AM	0:02:36
1810-1345	M3	5:20:00 PM	5:22:36 PM	0:02:36
1812-2278	M3	11:08:35 AM	11:11:11 AM	0:02:36
1803-0667	M3	1:46:02 PM	1:48:37 PM	0:02:35
1803-1611	M3	3:42:42 PM	3:45:17 PM	0:02:35
1809-0159	M3	8:24:13 AM	8:26:48 AM	0:02:35
1805-1095	M1	1:50:32 PM	1:53:06 PM	0:02:34
1807-3131	M3	4:01:54 PM	4:04:28 PM	0:02:34
1809-2135	M1	2:27:01 PM	2:29:35 PM	0:02:34
1810-0277	M3	4:40:18 PM	4:42:52 PM	0:02:34
1809-1698	M1	1:22:51 PM	1:25:25 PM	0:02:34
1811-0615	M1	4:38:59 PM	4:41:33 PM	0:02:34
1811-0872	M3	8:05:28 PM	8:08:02 PM	0:02:34
1801-1233	M3	4:06:35 PM	4:09:08 PM	0:02:33
1802-0490	M3	4:16:50 PM	4:19:23 PM	0:02:33
1807-1233	M1	7:02:32 AM	7:05:05 AM	0:02:33
1810-0770	M3	5:39:07 PM	5:41:40 PM	0:02:33
1805-1114	M3	5:37:13 PM	5:39:45 PM	0:02:32
1801-1251	M3	8:05:07 PM	8:07:39 PM	0:02:32
1808-1693	M1	7:56:00 PM	7:58:32 PM	0:02:32
1810-2299	M3	9:48:04 AM	9:50:36 AM	0:02:32
1812-1589	M1	5:20:48 PM	5:23:20 PM	0:02:32
1802-2189	M1	5:33:51 PM	5:36:22 PM	0:02:31
1803-1108	M3	1:27:53 PM	1:30:24 PM	0:02:31
1806-1670	M1	1:15:21 PM	1:17:52 PM	0:02:31
1807-2389	M3	3:06:41 PM	3:09:12 PM	0:02:31
1810-0339	M1	10:44:25 AM	10:46:56 AM	0:02:31
1811-1862	M3	3:01:53 PM	3:04:24 PM	0:02:31
1806-3118	M1	8:30:27 PM	8:32:57 PM	0:02:30
1812-1688	M3	2:34:34 AM	2:37:04 AM	0:02:30
1810-0801	M1	8:53:14 AM	8:55:44 AM	0:02:30
1810-1038	M3	12:44:39 PM	12:47:09 PM	0:02:30
1801-0904	M1	9:13:42 AM	9:16:11 AM	0:02:29
1807-0845	M1	4:13:05 PM	4:15:34 PM	0:02:29
1809-1171	M1	4:16:22 PM	4:18:51 PM	0:02:29
1802-0562	M1	2:54:43 PM	2:57:11 PM	0:02:28
1802-0569	M3	4:53:58 PM	4:56:26 PM	0:02:28
1803-2064	M3	6:26:25 PM	6:28:53 PM	0:02:28
1804-0187	M3	5:08:57 PM	5:11:25 PM	0:02:28
1805-0215	M3	2:00:07 PM	2:02:35 PM	0:02:28
1802-0534	M3	9:02:58 AM	9:05:25 AM	0:02:27
1808-2505	M3	12:40:18 PM	12:42:45 PM	0:02:27
1808-3046	M1	4:21:32 PM	4:23:59 PM	0:02:27
1809-0049	M3	11:36:15 AM	11:38:42 AM	0:02:27
1809-1408	M1	3:03:39 PM	3:06:06 PM	0:02:27
1810-2064	M1	10:18:19 PM	10:20:46 PM	0:02:27
1806-2300	M2	3:05:20 PM	3:07:46 PM	0:02:26
1808-0265	M3	12:31:00 PM	12:33:26 PM	0:02:26
1808-0597	M3	8:00:57 AM	8:03:23 AM	0:02:26
1808-1912	M1	4:48:33 PM	4:50:59 PM	0:02:26
1809-0282	M1	7:34:26 AM	7:36:52 AM	0:02:26
1810-0215	M3	5:44:53 PM	5:47:19 PM	0:02:26

1811-0051	M3	3:57:29 PM	3:59:55 PM	0:02:26
1803-1662	M3	9:18:30 AM	9:20:55 AM	0:02:25
1803-1820	M3	9:33:05 AM	9:35:30 AM	0:02:25
1805-0943	M3	11:03:36 AM	11:06:01 AM	0:02:25
1805-0944	M2	11:31:17 AM	11:33:42 AM	0:02:25
1806-2886	M3	5:16:20 PM	5:18:45 PM	0:02:25
1808-1583	M1	7:37:24 PM	7:39:49 PM	0:02:25
1803-2126	M1	2:30:43 PM	2:33:07 PM	0:02:24
1812-2614	M3	9:17:55 PM	9:20:19 PM	0:02:24
1808-2408	M3	9:13:38 AM	9:16:02 AM	0:02:24
1801-2075	M3	10:43:58 AM	10:46:21 AM	0:02:23
1804-0623	M1	5:03:26 PM	5:05:49 PM	0:02:23
1808-2739	M1	11:22:13 AM	11:24:36 AM	0:02:23
1811-1251	M3	5:09:45 PM	5:12:08 PM	0:02:23
1806-0382	M3	8:38:55 AM	8:41:17 AM	0:02:22
1809-0484	M3	1:20:45 PM	1:23:07 PM	0:02:22
1808-0993	M1	6:53:44 PM	6:56:06 PM	0:02:22
1809-1185	M1	8:12:52 PM	8:15:14 PM	0:02:22
1809-1317	M3	3:35:46 PM	3:38:08 PM	0:02:22
1801-2456	M1	7:50:23 PM	7:52:44 PM	0:02:21
1802-0113	M3	12:58:45 PM	1:01:06 PM	0:02:21
1810-2202	M1	3:01:50 PM	3:04:11 PM	0:02:21
1812-1649	M3	12:45:41 PM	12:48:02 PM	0:02:21
1801-0681	M1	9:13:58 AM	9:16:18 AM	0:02:20
1804-0872	M7	6:38:25 PM	6:40:45 PM	0:02:20
1808-2120	M3	12:37:03 PM	12:39:23 PM	0:02:20
1808-2879	M3	2:52:27 PM	2:54:46 PM	0:02:19
1811-0093	M1	7:57:06 AM	7:59:25 AM	0:02:19
1807-0492	M3	4:32:01 PM	4:34:20 PM	0:02:19
1807-0659	M1	1:49:27 PM	1:51:46 PM	0:02:19
1809-1790	M3	2:24:55 PM	2:27:14 PM	0:02:19
1811-1003	M1	3:28:09 PM	3:30:28 PM	0:02:19
1801-1354	M1	6:08:06 PM	6:10:24 PM	0:02:18
1802-0229	M1	2:18:52 PM	2:21:10 PM	0:02:18
1806-2578	M1	5:13:22 PM	5:15:39 PM	0:02:17
1802-0035	M2	2:31:45 PM	2:34:01 PM	0:02:16
1803-0287	M2	4:39:05 PM	4:41:21 PM	0:02:16
1803-2095	M1	8:39:17 AM	8:41:33 AM	0:02:16
1803-2212	M1	3:32:50 PM	3:35:06 PM	0:02:16
1810-0607	M3	5:10:38 PM	5:12:54 PM	0:02:16
1808-2264	M1	5:12:51 PM	5:15:07 PM	0:02:16
1804-1755	M1	6:20:28 PM	6:22:43 PM	0:02:15
1806-2040	M3	1:34:31 PM	1:36:46 PM	0:02:15
1807-0963	M3	1:16:57 PM	1:19:12 PM	0:02:15
1802-1221	M3	12:58:51 PM	1:01:05 PM	0:02:14
1804-1565	M3	2:41:48 PM	2:44:01 PM	0:02:13
1804-1867	M3	10:13:47 AM	10:16:00 AM	0:02:13
1807-1282	M1	4:36:52 PM	4:39:03 PM	0:02:11
1809-0557	M3	9:30:07 AM	9:32:18 AM	0:02:11
1802-1532	M3	3:14:22 PM	3:16:32 PM	0:02:10
1804-0362	M1	6:14:33 PM	6:16:43 PM	0:02:10
1810-0960	M1	9:25:05 AM	9:27:15 AM	0:02:10
1809-2713	M1	11:48:14 AM	11:50:23 AM	0:02:09
1801-1094	M3	12:47:59 PM	12:50:07 PM	0:02:08
1809-1429	M1	6:31:05 PM	6:33:13 PM	0:02:08
1809-0774	M1	10:41:37 AM	10:43:45 AM	0:02:08
1801-0657	M2	11:27:22 PM	11:29:29 PM	0:02:07
1802-1145	M3	11:32:58 AM	11:35:05 AM	0:02:07
1809-1748	M1	7:33:59 AM	7:36:06 AM	0:02:07
1810-0209	M3	4:12:01 PM	4:14:08 PM	0:02:07
1812-1650	M3	1:13:40 PM	1:15:47 PM	0:02:07
1802-0539	M3	10:42:26 AM	10:44:33 AM	0:02:07
1801-2331	M3	2:13:49 PM	2:15:55 PM	0:02:06
1812-1491	M1	11:12:05 AM	11:14:11 AM	0:02:06
1801-2014	M1	2:56:03 PM	2:58:08 PM	0:02:05
1807-0964	M1	1:26:19 PM	1:28:24 PM	0:02:05
1807-0986	M1	5:01:11 PM	5:03:16 PM	0:02:05
1809-2651	M3	5:08:56 PM	5:11:01 PM	0:02:05
1810-2063	M3	10:06:12 PM	10:08:17 PM	0:02:05
1805-1307	M1	10:41:48 AM	10:43:52 AM	0:02:04
1810-1548	M1	3:03:37 AM	3:05:41 AM	0:02:04
1812-1045	M3	4:22:01 PM	4:24:05 PM	0:02:04
1803-2619	M1	6:44:18 PM	6:46:21 PM	0:02:03
1805-1026	M1	11:28:11 AM	11:30:14 AM	0:02:03
1810-0827	M3	3:24:05 PM	3:26:08 PM	0:02:03
1811-1806	M1	6:23:22 PM	6:25:25 PM	0:02:03
1811-1806	M3	6:23:22 PM	6:25:25 PM	0:02:03
1806-2036	M3	12:42:07 PM	12:44:09 PM	0:02:02
1802-2191	M1	6:23:37 PM	6:25:38 PM	0:02:01
1811-0138	M3	4:56:45 PM	4:58:45 PM	0:02:00
1805-0595	M3	1:12:18 PM	1:14:17 PM	0:01:59

1808-2885	M2	3:43:55 PM	3:45:54 PM	0:01:59
1804-2276	M1	5:11:02 PM	5:13:01 PM	0:01:59
1808-2549	M3	7:43:12 PM	7:45:10 PM	0:01:58
1802-1084	M1	7:36:39 PM	7:38:37 PM	0:01:58
1804-0057	M1	5:27:42 PM	5:29:40 PM	0:01:58
1808-1519	M3	8:12:21 AM	8:14:18 AM	0:01:57
1809-0601	M2	4:00:32 PM	4:02:29 PM	0:01:57
1802-0810	M1	1:09:08 PM	1:11:05 PM	0:01:57
1808-2619	M3	1:51:45 PM	1:53:42 PM	0:01:57
1806-2911	M3	9:24:49 PM	9:26:45 PM	0:01:56
1807-1092	M1	1:04:14 PM	1:06:10 PM	0:01:56
1809-2581	M1	7:24:24 PM	7:26:18 PM	0:01:54
1810-2070	M3	11:16:44 PM	11:18:38 PM	0:01:54
1810-2262	M1	3:40:19 PM	3:42:13 PM	0:01:54
1812-2905	M2	7:06:22 PM	7:08:16 PM	0:01:54
1806-1203	M1	9:34:51 PM	9:36:43 PM	0:01:52
1803-1438	M1	1:22:05 PM	1:23:57 PM	0:01:52
1809-2300	M3	2:08:46 PM	2:10:38 PM	0:01:52
1802-0732	M1	5:11:16 PM	5:13:07 PM	0:01:51
1804-1978	M3	3:53:09 PM	3:55:00 PM	0:01:51
1805-2068	M3	12:55:29 PM	12:57:20 PM	0:01:51
1812-1283	M1	11:20:50 PM	11:22:40 PM	0:01:50
1812-2586	M3	7:06:02 PM	7:07:51 PM	0:01:49
1801-2423	M3	2:31:06 PM	2:32:53 PM	0:01:47
1807-1767	M1	2:16:47 PM	2:18:33 PM	0:01:46
1807-1767	M2	2:16:47 PM	2:18:33 PM	0:01:46
1802-1946	M1	10:30:47 PM	10:32:33 PM	0:01:46
1808-2267	M3	5:24:18 PM	5:26:03 PM	0:01:45
1804-1880	M1	12:36:49 PM	12:38:33 PM	0:01:44
1812-2189	M3	1:34:55 PM	1:36:37 PM	0:01:42
1802-0281	M1	9:27:00 PM	9:28:41 PM	0:01:41
1804-1594	M1	7:43:01 PM	7:44:40 PM	0:01:39
1809-0175	M3	10:44:05 AM	10:45:43 AM	0:01:38
1802-0729	M1	4:36:02 PM	4:37:39 PM	0:01:37
1809-1418	M2	4:21:32 PM	4:23:08 PM	0:01:36
1808-1326	M1	10:22:11 AM	10:23:45 AM	0:01:34
1811-1819	M1	9:40:55 PM	9:42:29 PM	0:01:34
1802-0406	M1	4:19:45 PM	4:21:18 PM	0:01:33
1811-0824	M1	12:09:44 PM	12:11:17 PM	0:01:33
1811-0618	M2	4:54:06 PM	4:55:38 PM	0:01:32
1810-1209	M3	6:03:51 PM	6:05:22 PM	0:01:31
1806-3233	M3	5:27:54 PM	5:29:24 PM	0:01:30
1801-0596	M1	2:56:09 PM	2:57:39 PM	0:01:30
1804-1499	M1	4:31:06 PM	4:32:33 PM	0:01:27
1803-2132	M2	3:45:13 PM	3:46:39 PM	0:01:26
1811-0403	M3	4:46:21 PM	4:47:47 PM	0:01:26
1808-2919	M1	9:44:40 PM	9:46:05 PM	0:01:25
1805-1388	M3	12:03:15 PM	12:04:39 PM	0:01:24
1809-1346	M3	8:51:37 PM	8:53:01 PM	0:01:24
1803-0178	M3	7:55:29 PM	7:56:52 PM	0:01:23
1809-1566	M3	12:21:55 AM	12:23:18 AM	0:01:23
1812-0571	M1	9:29:55 AM	9:31:18 AM	0:01:23
1801-1451	M1	12:21:27 AM	12:22:49 AM	0:01:22
1812-1372	M3	7:23:41 PM	7:25:02 PM	0:01:21
1809-0396	M1	3:03:29 PM	3:04:49 PM	0:01:20
1812-2876	M1	2:18:47 PM	2:20:06 PM	0:01:19
1811-1489	M1	11:08:00 AM	11:09:17 AM	0:01:17
1801-1828	M3	11:10:02 AM	11:11:19 AM	0:01:17
1809-1002	M1	5:10:06 PM	5:11:22 PM	0:01:16
1809-1044	M3	8:00:31 AM	8:01:45 AM	0:01:14
1812-1811	M2	6:35:21 PM	6:36:35 PM	0:01:14
1810-0912	M1	5:15:16 PM	5:16:29 PM	0:01:13
1811-1769	M1	9:23:01 AM	9:24:12 AM	0:01:11
1803-0938	M1	12:54:21 PM	12:55:29 PM	0:01:08
1807-0461	M1	2:17:17 PM	2:18:23 PM	0:01:06
1807-2470	M1	7:55:30 AM	7:56:36 AM	0:01:06
1803-1271	M3	4:21:35 PM	4:22:41 PM	0:01:06
1809-1610	M1	1:41:11 PM	1:42:16 PM	0:01:05
1802-1011	M1	6:26:30 PM	6:27:33 PM	0:01:03
1801-0083	M2	11:01:05 AM	11:02:06 AM	0:01:01
1812-1254	M2	4:37:50 PM	4:38:46 PM	0:00:56
1803-0739	M3	10:05:55 AM	10:06:50 AM	0:00:55
1805-2118	M3	8:19:05 PM	8:19:58 PM	0:00:53
1807-0441	M2	12:48:51 PM	12:49:44 PM	0:00:53
1809-0207	M1	3:53:43 PM	3:54:36 PM	0:00:53
1811-1552	M3	10:40:24 AM	10:41:16 AM	0:00:52
1807-0495	M7	4:45:08 PM	4:45:58 PM	0:00:50
1808-1559	M3	3:42:02 PM	3:42:49 PM	0:00:47
1801-1148	M3	9:47:49 PM	9:48:34 PM	0:00:45
1809-1614	M1	2:31:06 PM	2:31:48 PM	0:00:42
1806-0465	M3	1:29:23 AM	1:30:04 AM	0:00:41

1806-0960	M1	4:22:41 PM	4:23:22 PM	0:00:41
1805-1993	M1	5:19:23 PM	5:20:01 PM	0:00:38
1808-0566	M1	6:57:34 PM	6:58:11 PM	0:00:37
1807-0657	M3	1:38:27 PM	1:39:03 PM	0:00:36
1809-0488	M1	2:02:05 PM	2:02:41 PM	0:00:36
1805-2321	M1	10:42:07 AM	10:42:43 AM	0:00:36
1812-0826	M3	9:04:43 PM	9:05:18 PM	0:00:35
1803-0123	M1	11:17:03 AM	11:17:37 AM	0:00:34
1803-0859	M3	2:07:24 PM	2:07:58 PM	0:00:34
1806-0194	M3	2:44:52 PM	2:45:21 PM	0:00:29
1807-0860	M3	5:22:53 PM	5:23:20 PM	0:00:27
1806-0053	M1	11:09:51 AM	11:10:15 AM	0:00:24
1808-2317	M3	11:25:24 AM	11:25:48 AM	0:00:24
1802-1395	M1	5:18:30 PM	5:18:51 PM	0:00:21
1803-0561	M1	9:35:06 AM	9:35:27 AM	0:00:21
1808-2434	M1	3:56:35 PM	3:56:50 PM	0:00:15
1803-0357	M1	12:47:00 PM	12:47:13 PM	0:00:13
1810-0437	M2	12:06:14 PM	12:06:27 PM	0:00:13
1804-0896	M7	11:53:39 PM	11:53:51 PM	0:00:12
1807-0196	M1	6:21:52 PM	6:22:02 PM	0:00:10
1808-3073	M2	9:29:43 PM	9:29:51 PM	0:00:08
1801-2409	M1	11:53:56 AM	11:54:01 AM	0:00:05
1803-0384	M1	8:29:25 PM	8:29:29 PM	0:00:04
1806-3121	M1	9:26:05 PM	9:26:09 PM	0:00:04
1807-3126	M3	3:19:18 PM	3:19:22 PM	0:00:04
1808-2511	M1	1:27:34 PM	1:27:38 PM	0:00:04
1803-0386	M1	8:40:17 PM	8:40:21 PM	0:00:04
1811-1241	M2	3:26:52 PM	3:26:56 PM	0:00:04
1805-2179	M1	7:56:20 AM	7:56:23 AM	0:00:03
1806-0295	M1	6:46:59 AM	6:47:02 AM	0:00:03
1808-1993	M3	12:57:06 PM	12:57:09 PM	0:00:03
1809-1498	M3	12:04:49 PM	12:04:52 PM	0:00:03

911 Incident #	Unit	Dispatch	On Scene	Response Time	IFT	Incident #	Unit	Dispatch	On Scene	Response Time
1901-2441	M1	4:42:34 PM	4:56:30 PM	0:13:56		1912-1806	M2	1:51:10 AM	6:32:11 AM	4:41:01
1909-1347	M1	2:37:35 AM	2:51:08 AM	0:13:33		1909-1574	M2	10:32:57 PM	2:48:53 AM	4:15:56
1903-1447	M2	11:03:58 AM	11:17:19 AM	0:13:21		1907-3205	M2	9:46:10 PM	1:21:49 AM	3:35:39
1908-1704	M2	4:56:19 PM	5:09:38 PM	0:13:19		1910-1353	M2	12:04:16 PM	3:36:09 PM	3:31:53
1912-1014	M2	1:32:41 PM	1:45:55 PM	0:13:14		1912-2170	M2	1:57:55 PM	5:04:47 PM	3:06:52
1904-1001	M3	11:16:54 PM	11:30:08 PM	0:13:14		1912-2515	M2	5:43:41 PM	8:44:26 PM	3:00:45
1912-1968	M2	4:30:08 PM	4:43:21 PM	0:13:13		1901-1972	M3	1:40:21 PM	4:37:08 PM	2:56:47
1901-0928	M3	8:03:45 PM	8:16:57 PM	0:13:12		1906-1293	M2	6:22:22 PM	9:09:26 PM	2:47:04
1907-1775	M3	9:53:07 PM	10:06:15 PM	0:13:08		1905-1082	M3	8:31:35 PM	10:23:54 PM	1:52:19
1907-3288	M3	3:01:01 PM	3:14:04 PM	0:13:03		1904-2050	M3	7:48:13 PM	9:25:54 PM	1:37:41
1901-1172	M2	2:49:42 PM	3:02:44 PM	0:13:02		1903-1374	M2	2:59:36 PM	4:25:20 PM	1:25:44
1904-1045	M2	1:12:33 PM	1:25:19 PM	0:12:46		1904-1225	M3	4:17:39 PM	5:41:51 PM	1:24:12
1901-1155	M3	12:13:12 PM	12:25:45 PM	0:12:33		1901-0500	M3	2:54:53 PM	4:18:35 PM	1:23:42
1911-1959	M1	10:51:08 AM	11:03:41 AM	0:12:33		1910-0713	M3	2:15:27 AM	3:30:10 AM	1:14:43
1901-0721	M1	11:35:48 AM	11:48:20 AM	0:12:32		1904-0231	M1	1:34:04 PM	2:46:21 PM	1:12:17
1902-2359	M3	1:45:48 PM	1:58:14 PM	0:12:26		1901-1148	M2	11:34:57 AM	12:46:45 PM	1:11:48
1912-2371	M2	5:20:58 PM	5:33:24 PM	0:12:26		1906-0713	M1	3:33:36 AM	4:44:58 AM	1:11:22
1908-0459	M1	12:00:48 PM	12:13:08 PM	0:12:20		1909-0553	M1	3:41:54 PM	4:49:18 PM	1:07:24
1904-2549	M3	7:44:35 PM	7:56:54 PM	0:12:19		1901-0493	M2	2:08:45 PM	3:11:36 PM	1:02:51
1901-2238	M3	8:30:19 PM	8:42:35 PM	0:12:16		1910-1963	M2	11:59:12 AM	1:01:46 PM	1:02:34
1905-2283	M2	9:11:58 AM	9:24:04 AM	0:12:06		1904-0685	M2	5:23:31 PM	6:25:34 PM	1:02:03
1908-0868	M3	9:54:16 AM	10:06:22 AM	0:12:06		1908-2653	M1	4:26:32 AM	5:26:04 AM	0:59:32
1912-1730	M2	12:11:49 PM	12:23:52 PM	0:12:03		1912-1375	M2	3:08:24 PM	4:07:49 PM	0:59:25
1911-2606	M2	10:33:05 AM	10:45:04 AM	0:11:59		1905-1266	M1	12:58:17 AM	1:56:13 AM	0:57:56
1901-2272	M2	10:33:37 AM	10:45:20 AM	0:11:43		1904-1746	M2	9:48:55 AM	10:46:49 AM	0:57:54
1907-2238	M3	9:28:43 PM	9:40:25 PM	0:11:42		1907-0806	M1	11:37:38 AM	12:35:32 PM	0:57:54
1908-0217	M3	8:19:45 PM	8:31:23 PM	0:11:38		1904-1647	M1	5:39:08 AM	6:35:56 AM	0:56:48
1901-0205	M3	4:11:05 PM	4:22:42 PM	0:11:37		1904-1901	M3	6:18:42 AM	7:15:07 AM	0:56:25
1904-0697	M1	5:11:37 PM	5:23:14 PM	0:11:37		1907-1167	M3	1:17:06 PM	2:13:20 PM	0:56:14
1901-0733	M1	1:11:24 PM	1:22:47 PM	0:11:23		1904-2591	M1	10:41:48 AM	11:37:11 AM	0:55:23
1905-0235	M1	11:37:05 AM	11:48:28 AM	0:11:23		1901-0809	M1	11:40:52 AM	12:35:38 PM	0:54:46
1907-3172	M1	4:47:04 PM	4:58:27 PM	0:11:23		1909-0525	M2	11:59:42 AM	12:54:03 PM	0:54:21
1903-0121	M2	9:18:46 AM	9:30:08 AM	0:11:22		1902-2364	M2	2:31:07 PM	3:25:13 PM	0:54:06
1901-2297	M2	3:11:33 PM	3:22:54 PM	0:11:21		1911-2159	M3	6:37:25 AM	7:31:17 AM	0:53:52
1903-0261	M2	6:00:45 PM	6:12:06 PM	0:11:21		1908-2716	M3	3:35:24 PM	4:29:14 PM	0:53:50
1903-1479	M2	2:55:55 PM	3:07:04 PM	0:11:09		1912-2898	M2	1:37:34 PM	2:31:16 PM	0:53:42
1901-1283	M3	3:01:17 PM	3:12:25 PM	0:11:08		1908-3382	M3	3:57:09 PM	4:50:34 PM	0:53:25
1909-2117	M2	11:58:54 AM	12:09:58 PM	0:11:04		1901-1333	M1	9:33:28 AM	10:25:46 AM	0:52:18
1908-3362	M2	11:58:41 AM	12:09:43 PM	0:11:02		1908-2760	M1	10:08:19 PM	10:59:27 PM	0:51:08
1901-0566	M3	8:18:52 AM	8:29:50 AM	0:10:58		1902-0586	M3	4:14:01 PM	5:04:52 PM	0:50:51
1902-0563	M2	11:41:05 AM	11:51:51 AM	0:10:46		1905-1224	M3	2:04:56 PM	2:54:08 PM	0:49:12
1908-2275	M2	2:32:36 PM	2:43:21 PM	0:10:45		1903-2868	M1	6:21:05 PM	7:06:55 PM	0:45:50
1904-2487	M1	12:49:40 AM	1:00:24 AM	0:10:44		1907-1840	M2	1:27:25 PM	2:12:23 PM	0:44:58
1902-2367	M1	2:57:32 PM	3:08:12 PM	0:10:40		1904-1766	M1	2:00:13 PM	2:44:25 PM	0:44:12
1902-2353	M1	12:47:14 PM	12:57:53 PM	0:10:39		1903-1450	M1	1:12:07 PM	1:56:03 PM	0:43:56
1903-0705	M1	3:28:40 PM	3:39:19 PM	0:10:39		1902-0577	M2	2:33:16 PM	3:16:27 PM	0:43:11
1912-2332	M2	10:51:06 AM	11:01:45 AM	0:10:39		1911-1878	M2	12:01:44 PM	12:42:51 PM	0:41:07
1912-1114	M1	3:54:09 PM	4:04:48 PM	0:10:39		1901-1735	M2	7:18:22 AM	7:59:26 AM	0:41:04
1901-0970	M1	12:19:28 PM	12:30:06 PM	0:10:38		1912-0665	M2	2:39:48 PM	3:19:16 PM	0:39:28
1912-2849	M1	2:22:08 AM	2:32:44 AM	0:10:36		1905-1125	M1	1:01:54 PM	1:40:11 PM	0:38:17
1903-0805	M3	1:31:53 PM	1:42:28 PM	0:10:35		1907-3263	M3	11:08:40 AM	11:46:46 AM	0:38:06
1909-0954	M1	8:45:43 AM	8:56:18 AM	0:10:35		1903-1743	M2	2:03:39 PM	2:41:44 PM	0:38:05
1909-2462	M2	8:59:39 PM	9:10:11 PM	0:10:32		1909-0308	M3	12:00:33 AM	12:38:05 AM	0:37:32
1908-0185	M3	4:23:35 PM	4:34:06 PM	0:10:31		1905-0603	M1	1:34:06 PM	2:11:29 PM	0:37:23
1902-1126	M1	11:23:17 AM	11:33:42 AM	0:10:25		1903-0056	M2	3:22:06 PM	3:58:41 PM	0:36:35
1911-1100	M2	7:41:25 PM	7:51:48 PM	0:10:23		1907-2415	M2	12:49:38 PM	1:26:02 PM	0:36:24
1901-0958	M1	9:50:08 AM	10:00:29 AM	0:10:21		1911-1600	M1	12:01:27 PM	12:37:09 PM	0:35:42
1908-3550	M1	5:43:42 PM	5:53:59 PM	0:10:17		1905-1975	M3	1:21:16 PM	1:56:30 PM	0:35:14
1902-0136	M2	10:47:33 AM	10:57:46 AM	0:10:13		1910-0956	M2	8:49:35 PM	9:24:24 PM	0:34:49
1906-1822	M2	2:41:04 PM	2:51:13 PM	0:10:09		1906-2330	M2	11:55:14 AM	12:29:55 PM	0:34:41
1910-1069	M3	3:07:52 AM	3:17:54 AM	0:10:02		1905-1092	M1	12:21:18 AM	12:55:55 AM	0:34:37
1912-2477	M1	1:33:27 PM	1:43:28 PM	0:10:01		1910-1995	M1	8:20:20 PM	8:54:15 PM	0:33:55
1901-2696	M2	4:42:59 PM	4:52:55 PM	0:09:56		1908-2294	M1	5:38:22 PM	6:11:32 PM	0:33:10
1907-0409	M3	12:33:53 PM	12:43:45 PM	0:09:52		1901-0739	M1	2:06:02 PM	2:38:51 PM	0:32:49
1906-2776	M2	11:26:19 PM	11:36:09 PM	0:09:50		1911-1458	M2	2:21:26 PM	2:53:40 PM	0:32:14
1901-0316	M1	5:48:06 PM	5:57:55 PM	0:09:49		1907-2652	M1	7:49:44 AM	8:21:37 AM	0:31:53
1902-0456	M3	7:32:23 AM	7:42:11 AM	0:09:48		1903-2423	M2	1:12:20 PM	1:44:06 PM	0:31:46
1901-0712	M3	9:54:17 AM	10:04:04 AM	0:09:47		1902-1334	M3	5:30:53 PM	6:02:23 PM	0:31:30
1902-2223	M3	12:20:53 PM	12:30:39 PM	0:09:46		1908-0360	M2	7:09:39 PM	7:40:55 PM	0:31:16
1907-3398	M3	12:38:37 PM	12:48:19 PM	0:09:42		1902-2631	M1	1:38:53 PM	2:10:06 PM	0:31:13
1902-2180	M3	12:25:22 AM	12:35:00 AM	0:09:38		1907-3394	M1	12:09:20 PM	12:40:07 PM	0:30:47
1906-1116	M3	11:15:14 AM	11:24:50 AM	0:09:36		1902-1853	M3	4:40:33 PM	5:11:02 PM	0:30:29
1906-2413	M1	1:10:47 AM	1:20:22 AM	0:09:35		1901-1845	M2	10:30:26 AM	11:00:51 AM	0:30:25
1912-2160	M3	11:17:07 AM	11:26:42 AM	0:09:35		1905-0129	M3	11:21:44 AM	11:52:06 AM	0:30:22

1903-2585	M3	9:33:30 AM	9:43:04 AM	0:09:34	1907-1122	M1	10:20:23 PM	10:50:23 PM	0:30:00
1905-1615	M2	2:07:46 PM	2:17:19 PM	0:09:33	1907-3279	M2	12:39:02 PM	1:08:51 PM	0:29:49
1901-1177	M3	3:31:48 PM	3:41:19 PM	0:09:31	1907-3711	M2	5:38:32 PM	6:08:09 PM	0:29:37
1903-2610	M3	2:43:05 PM	2:52:35 PM	0:09:30	1907-1707	M3	1:26:47 PM	1:56:11 PM	0:29:24
1902-1253	M3	6:33:55 PM	6:43:21 PM	0:09:26	1907-0635	M2	12:10:38 PM	12:39:53 PM	0:29:15
1902-2539	M1	1:05:39 PM	1:15:03 PM	0:09:24	1902-2327	M2	9:52:26 AM	10:21:40 AM	0:29:14
1904-0488	M2	11:38:20 AM	11:47:44 AM	0:09:24	1905-2762	M1	5:54:05 AM	6:23:10 AM	0:29:05
1906-0133	M2	11:59:41 AM	12:09:05 PM	0:09:24	1908-2173	M1	7:58:21 AM	8:27:25 AM	0:29:04
1901-0681	M3	11:52:15 PM	12:01:37 AM	0:09:22	1911-2428	M2	12:00:24 PM	12:29:22 PM	0:28:58
1908-0525	M1	9:18:00 PM	9:27:22 PM	0:09:22	1911-0047	M2	1:17:26 PM	1:46:20 PM	0:28:54
1903-0835	M3	5:13:17 PM	5:22:36 PM	0:09:19	1901-2048	M3	1:20:04 PM	1:48:54 PM	0:28:50
1910-1735	M1	10:55:16 PM	11:04:35 PM	0:09:19	1903-1565	M3	1:18:20 PM	1:47:07 PM	0:28:47
1901-0179	M3	12:09:24 PM	12:18:41 PM	0:09:17	1904-2103	M1	10:44:50 AM	11:13:26 AM	0:28:36
1906-0316	M3	2:30:21 PM	2:39:35 PM	0:09:14	1907-3390	M2	11:29:50 AM	11:58:03 AM	0:28:13
1907-2068	M2	2:55:33 PM	3:04:47 PM	0:09:14	1903-0692	M3	2:28:59 PM	2:57:11 PM	0:28:12
1909-1290	M3	1:12:15 PM	1:21:27 PM	0:09:12	1901-2517	M2	1:01:43 PM	1:29:49 PM	0:28:06
1902-2256	M3	4:55:47 PM	5:04:58 PM	0:09:11	1901-1761	M2	1:23:29 PM	1:51:24 PM	0:27:55
1907-3770	M1	12:45:22 PM	12:54:32 PM	0:09:10	1901-0965	M1	11:40:31 AM	12:08:25 PM	0:27:54
1907-3770	M2	12:45:22 PM	12:54:32 PM	0:09:10	1906-0208	M1	5:00:58 PM	5:28:41 PM	0:27:43
1910-0353	M3	10:57:27 PM	11:06:36 PM	0:09:09	1912-2355	M3	2:19:54 PM	2:47:31 PM	0:27:37
1911-1448	M2	1:01:49 PM	1:10:57 PM	0:09:08	1907-3644	M3	9:06:58 AM	9:34:34 AM	0:27:36
1902-2228	M1	12:38:54 PM	12:48:01 PM	0:09:07	1901-0495	M2	4:52:47 PM	5:20:08 PM	0:27:21
1902-0476	M3	11:52:11 AM	12:01:17 PM	0:09:06	1905-0723	M1	3:37:55 PM	4:05:11 PM	0:27:16
1912-2878	M3	11:37:31 AM	11:46:37 AM	0:09:06	1909-0741	M2	2:11:19 PM	2:38:26 PM	0:27:07
1901-2015	M1	3:02:03 AM	3:11:06 AM	0:09:03	1908-1068	M1	7:13:49 PM	7:40:51 PM	0:27:02
1911-1235	M3	12:35:23 PM	12:44:26 PM	0:09:03	1905-1889	M1	12:58:21 PM	1:24:59 PM	0:26:38
1912-1157	M1	1:01:32 AM	1:10:35 AM	0:09:03	1912-1869	M3	3:54:35 PM	4:21:08 PM	0:26:33
1903-0429	M2	3:25:13 PM	3:34:13 PM	0:09:00	1904-1993	M1	9:20:46 AM	9:47:11 AM	0:26:25
1908-1908	M3	3:20:25 AM	3:29:23 AM	0:08:58	1901-1886	M2	3:57:12 PM	4:23:33 PM	0:26:21
1909-0921	M1	9:45:04 PM	9:54:01 PM	0:08:57	1912-2325	M2	9:22:41 AM	9:48:57 AM	0:26:16
1906-0107	M1	3:34:58 AM	3:43:53 AM	0:08:55	1902-1814	M1	10:15:39 AM	10:41:50 AM	0:26:11
1901-2505	M2	11:09:13 AM	11:18:07 AM	0:08:54	1911-0070	M2	5:41:04 PM	6:07:02 PM	0:25:58
1902-0558	M1	10:05:10 AM	10:14:04 AM	0:08:54	1908-1916	M3	6:02:53 AM	6:28:47 AM	0:25:54
1903-1176	M3	4:10:00 PM	4:18:51 PM	0:08:51	1911-0798	M2	4:29:20 PM	4:55:07 PM	0:25:47
1907-3654	M2	11:59:35 AM	12:08:25 PM	0:08:50	1905-0569	M3	7:45:05 AM	8:10:48 AM	0:25:43
1901-1504	M3	1:42:02 PM	1:50:51 PM	0:08:49	1901-2613	M2	3:03:51 PM	3:29:17 PM	0:25:26
1911-2376	M3	11:32:00 PM	11:40:48 PM	0:08:48	1903-0793	M3	12:08:36 PM	12:33:52 PM	0:25:16
1911-2593	M1	2:48:46 AM	2:57:31 AM	0:08:45	1903-0689	M2	1:36:55 PM	2:01:58 PM	0:25:03
1901-2448	M2	6:18:12 PM	6:26:56 PM	0:08:44	1902-0722	M1	5:13:30 AM	5:38:07 AM	0:24:37
1903-2855	M2	3:54:35 PM	4:03:18 PM	0:08:43	1904-1911	M1	11:00:49 AM	11:25:16 AM	0:24:27
1901-0288	M1	1:33:35 PM	1:42:15 PM	0:08:40	1902-2372	M3	3:39:21 PM	4:03:47 PM	0:24:26
1901-0907	M3	2:48:02 PM	2:56:42 PM	0:08:40	1912-2230	M1	10:40:53 AM	11:05:12 AM	0:24:19
1902-1217	M1	12:15:08 PM	12:23:48 PM	0:08:40	1912-1490	M2	5:58:16 PM	6:22:24 PM	0:24:08
1909-1056	M1	2:58:43 AM	3:07:22 AM	0:08:39	1902-1907	M2	8:44:38 AM	9:08:45 AM	0:24:07
1906-1436	M3	10:50:28 PM	10:59:06 PM	0:08:38	1911-2617	M2	1:56:52 PM	2:20:59 PM	0:24:07
1903-1208	M1	9:29:09 PM	9:37:46 PM	0:08:37	1902-2371	M1	3:33:28 PM	3:57:34 PM	0:24:06
1911-2497	M3	1:42:37 AM	1:51:12 AM	0:08:35	1904-0504	M1	2:16:52 PM	2:40:57 PM	0:24:05
1908-3145	M1	11:57:28 AM	12:06:02 PM	0:08:34	1901-2847	M3	1:37:22 PM	2:00:46 PM	0:23:24
1902-2456	M2	12:45:32 PM	12:54:04 PM	0:08:32	1905-0438	M3	6:18:26 AM	6:41:35 AM	0:23:09
1910-0346	M3	9:27:22 PM	9:35:53 PM	0:08:31	1907-2096	M2	5:56:30 PM	6:19:22 PM	0:22:52
1901-1973	M1	1:53:47 PM	2:02:17 PM	0:08:30	1901-1164	M2	1:22:58 PM	1:45:49 PM	0:22:51
1911-1644	M2	5:25:29 PM	5:33:57 PM	0:08:28	1908-2260	M2	11:53:26 AM	12:16:13 PM	0:22:47
1907-2287	M1	9:39:35 AM	9:48:00 AM	0:08:25	1907-3905	M2	4:00:41 PM	4:23:19 PM	0:22:38
1906-2490	M1	9:10:14 PM	9:18:32 PM	0:08:18	1912-2341	M1	12:22:02 PM	12:44:34 PM	0:22:32
1907-2874	M3	3:54:50 AM	4:03:07 AM	0:08:17	1909-2581	M2	11:57:28 AM	12:19:55 PM	0:22:27
1912-1903	M2	11:01:34 PM	11:09:51 PM	0:08:17	1911-0778	M2	11:59:22 AM	12:21:47 PM	0:22:25
1908-2251	M2	8:22:33 AM	8:30:49 AM	0:08:16	1912-0018	M3	10:18:58 AM	10:41:10 AM	0:22:12
1902-2593	M1	7:59:21 PM	8:07:36 PM	0:08:15	1911-1233	M2	12:02:05 PM	12:24:12 PM	0:22:07
1901-2765	M1	3:27:20 PM	3:35:34 PM	0:08:14	1912-1635	M2	11:07:10 AM	11:29:08 AM	0:21:58
1910-2405	M1	11:14:45 AM	11:22:59 AM	0:08:14	1906-2365	M2	5:38:34 PM	6:00:24 PM	0:21:50
1902-2531	M3	11:40:53 AM	11:49:06 AM	0:08:13	1903-2613	M1	3:24:58 PM	3:45:56 PM	0:20:58
1910-2325	M3	6:40:01 AM	6:48:13 AM	0:08:12	1903-1264	M3	2:12:11 PM	2:33:08 PM	0:20:57
1902-0149	M2	1:55:02 PM	2:03:13 PM	0:08:11	1902-1852	M2	4:12:18 PM	4:33:05 PM	0:20:47
1907-2184	M3	1:50:12 PM	1:58:23 PM	0:08:11	1903-0354	M3	3:50:51 PM	4:11:32 PM	0:20:41
1910-1561	M1	9:10:59 PM	9:19:08 PM	0:08:09	1901-1291	M1	3:45:22 PM	4:05:54 PM	0:20:32
1901-2532	M1	4:08:25 PM	4:16:33 PM	0:08:08	1906-1492	M2	11:53:59 AM	12:14:27 PM	0:20:28
1904-1290	M3	12:33:54 PM	12:42:00 PM	0:08:06	1904-1649	M2	8:15:21 AM	8:35:33 AM	0:20:12
1912-1656	M3	3:06:48 PM	3:14:53 PM	0:08:05	1903-0573	M1	6:35:02 AM	6:55:00 AM	0:19:58
1904-0793	M1	3:00:24 PM	3:08:28 PM	0:08:04	1908-2688	M3	12:47:07 PM	1:07:01 PM	0:19:54
1904-1928	M3	2:00:40 PM	2:08:44 PM	0:08:04	1911-2082	M2	2:11:30 PM	2:31:18 PM	0:19:48
1907-2533	M2	12:00:18 PM	12:08:22 PM	0:08:04	1909-0782	M2	5:27:16 PM	5:47:01 PM	0:19:45
1910-0189	M3	10:38:22 AM	10:46:26 AM	0:08:04	1909-0249	M2	5:31:33 PM	5:51:17 PM	0:19:44
1912-0345	M2	1:38:04 PM	1:46:08 PM	0:08:04	1903-0929	M2	5:11:33 PM	5:31:14 PM	0:19:41
1906-1529	M3	4:34:03 PM	4:42:06 PM	0:08:03	1904-0371	M2	9:22:54 AM	9:42:31 AM	0:19:37
1912-1812	M3	3:01:03 AM	3:09:05 AM	0:08:02	1909-2130	M3	1:20:33 PM	1:40:10 PM	0:19:37

1912-2321	M1	7:52:33 AM	8:00:34 AM	0:08:01	1908-1029	M2	1:30:35 PM	1:50:10 PM	0:19:35
1901-0979	M3	3:49:39 PM	3:57:39 PM	0:08:00	1903-1449	M3	11:37:11 AM	11:56:44 AM	0:19:33
1904-0323	M3	4:57:37 PM	5:05:32 PM	0:07:55	1902-2792	M1	4:46:37 AM	5:06:01 AM	0:19:24
1912-0831	M2	1:35:42 PM	1:43:37 PM	0:07:55	1905-1680	M1	11:07:07 PM	11:26:30 PM	0:19:23
1901-0172	M1	11:30:57 AM	11:38:51 AM	0:07:54	1908-1293	M2	3:03:02 PM	3:22:11 PM	0:19:09
1902-0446	M3	3:33:12 AM	3:41:06 AM	0:07:54	1903-2258	M2	11:22:34 AM	11:41:36 AM	0:19:02
1903-0538	M1	8:46:32 PM	8:54:26 PM	0:07:54	1907-2054	M3	12:54:00 PM	1:13:02 PM	0:19:02
1904-1016	M1	6:35:02 AM	6:42:56 AM	0:07:54	1903-1275	M3	3:52:39 PM	4:11:24 PM	0:18:45
1902-2668	M3	11:29:00 PM	11:36:53 PM	0:07:53	1902-2742	M2	4:36:25 PM	4:55:08 PM	0:18:43
1912-1169	M3	3:29:32 AM	3:37:25 AM	0:07:53	1910-0620	M2	5:31:05 PM	5:49:43 PM	0:18:38
1908-3530	M3	3:19:47 PM	3:27:39 PM	0:07:52	1902-1938	M2	2:50:47 PM	3:09:24 PM	0:18:37
1905-1616	M3	2:06:29 PM	2:14:20 PM	0:07:51	1901-2588	M3	10:28:25 AM	10:46:51 AM	0:18:26
1912-0113	M1	3:40:40 PM	3:48:31 PM	0:07:51	1901-2418	M2	12:54:23 PM	1:12:42 PM	0:18:19
1903-0608	M3	2:52:38 PM	3:00:28 PM	0:07:50	1909-2627	M2	6:46:24 PM	7:04:35 PM	0:18:11
1909-1479	M1	4:35:22 AM	4:43:11 AM	0:07:49	1907-1385	M3	3:00:51 PM	3:18:58 PM	0:18:07
1907-3483	M2	11:13:16 PM	11:21:05 PM	0:07:49	1910-2434	M2	5:06:10 PM	5:24:12 PM	0:18:02
1901-2359	M1	1:53:16 AM	2:01:02 AM	0:07:46	1901-2763	M2	2:35:05 PM	2:52:55 PM	0:17:50
1907-3291	M1	3:19:58 PM	3:27:44 PM	0:07:46	1901-0404	M3	2:55:01 PM	3:12:44 PM	0:17:43
1901-0508	M1	4:29:22 PM	4:37:07 PM	0:07:45	1902-1927	M1	12:52:43 PM	1:10:24 PM	0:17:41
1908-3101	M3	1:46:34 AM	1:54:19 AM	0:07:45	1908-0938	M3	8:32:27 PM	8:49:52 PM	0:17:25
1901-0001	M3	12:04:26 AM	12:12:10 AM	0:07:44	1912-2474	M2	1:14:38 PM	1:31:49 PM	0:17:11
1904-0676	M2	12:04:09 PM	12:11:53 PM	0:07:44	1905-0701	M3	1:03:13 PM	1:20:18 PM	0:17:05
1903-1797	M1	6:45:27 AM	6:53:10 AM	0:07:43	1905-2593	M1	9:29:24 AM	9:46:28 AM	0:17:04
1902-2384	M1	5:51:00 PM	5:58:42 PM	0:07:42	1912-1877	M3	5:04:45 PM	5:21:49 PM	0:17:04
1908-0416	M1	12:51:38 AM	12:59:20 AM	0:07:42	1902-1611	M2	11:47:59 AM	12:04:54 PM	0:16:55
1908-2280	M1	3:16:29 PM	3:24:11 PM	0:07:42	1903-1549	M2	11:06:39 AM	11:23:27 AM	0:16:48
1901-0302	M1	3:25:59 PM	3:33:40 PM	0:07:41	1912-0088	M2	11:57:39 AM	12:14:25 PM	0:16:46
1911-0113	M1	2:02:51 AM	2:10:32 AM	0:07:41	1912-0341	M3	11:37:17 AM	11:54:02 AM	0:16:45
1903-1543	M2	9:36:46 AM	9:44:27 AM	0:07:41	1908-1617	M1	6:49:44 PM	7:06:26 PM	0:16:42
1903-1557	M1	12:03:20 PM	12:11:01 PM	0:07:41	1906-2915	M2	12:29:34 PM	12:46:12 PM	0:16:38
1902-2393	M1	7:40:34 PM	7:48:14 PM	0:07:40	1907-3281	M1	1:08:00 PM	1:24:38 PM	0:16:38
1904-0955	M1	2:11:33 PM	2:19:13 PM	0:07:40	1911-2611	M2	12:22:29 PM	12:39:05 PM	0:16:36
1906-2902	M1	10:38:25 AM	10:46:04 AM	0:07:39	1908-0616	M2	5:00:30 PM	5:17:04 PM	0:16:34
1912-1579	M2	3:55:24 PM	4:03:03 PM	0:07:39	1901-0195	M3	1:59:07 PM	2:15:39 PM	0:16:32
1901-1171	M1	2:46:34 PM	2:54:11 PM	0:07:37	1906-2467	M2	5:12:18 PM	5:28:33 PM	0:16:15
1902-1541	M3	4:23:05 PM	4:30:42 PM	0:07:37	1909-0240	M2	1:38:37 PM	1:54:51 PM	0:16:14
1904-1012	M3	4:21:07 AM	4:28:43 AM	0:07:36	1911-2367	M2	10:39:00 PM	10:55:12 PM	0:16:12
1910-1139	M3	11:02:02 PM	11:09:38 PM	0:07:36	1908-2395	M2	6:47:42 PM	7:03:53 PM	0:16:11
1902-0418	M1	5:56:06 PM	6:03:42 PM	0:07:36	1911-1350	M2	2:24:17 PM	2:40:27 PM	0:16:10
1907-1085	M2	2:44:22 PM	2:51:57 PM	0:07:35	1905-0473	M2	3:36:42 PM	3:52:19 PM	0:15:37
1908-1225	M1	10:10:59 PM	10:18:34 PM	0:07:35	1905-2330	M2	2:30:37 PM	2:46:10 PM	0:15:33
1904-1529	M1	6:16:18 PM	6:23:52 PM	0:07:34	1910-2425	M2	2:32:34 PM	2:47:57 PM	0:15:23
1909-1762	M3	4:13:59 AM	4:21:33 AM	0:07:34	1902-1524	M2	2:26:34 PM	2:41:52 PM	0:15:18
1905-2531	M1	10:55:09 AM	11:02:43 AM	0:07:34	1910-2348	M2	4:30:50 PM	4:46:08 PM	0:15:18
1909-0130	M3	6:14:16 PM	6:21:50 PM	0:07:34	1904-1224	M1	8:27:01 PM	8:42:05 PM	0:15:04
1912-0621	M1	4:29:49 AM	4:37:22 AM	0:07:33	1909-1706	M2	12:03:37 PM	12:18:36 PM	0:14:59
1909-0742	M3	11:02:29 AM	11:10:01 AM	0:07:32	1903-2711	M2	11:37:55 AM	11:52:53 AM	0:14:58
1909-2444	M1	4:53:07 PM	5:00:39 PM	0:07:32	1908-2758	M3	9:20:31 PM	9:35:23 PM	0:14:52
1908-3378	M1	2:38:51 PM	2:46:22 PM	0:07:31	1909-0247	M3	2:10:20 PM	2:25:09 PM	0:14:49
1912-1748	M3	3:16:20 PM	3:23:50 PM	0:07:30	1908-0689	M2	4:50:06 PM	5:04:54 PM	0:14:48
1904-1106	M3	5:01:13 AM	5:08:42 AM	0:07:29	1908-0814	M2	6:05:40 PM	6:20:23 PM	0:14:43
1906-2498	M1	1:36:17 AM	1:43:46 AM	0:07:29	1905-0951	M2	10:58:06 AM	11:12:47 AM	0:14:41
1908-1252	M3	3:01:05 AM	3:08:34 AM	0:07:29	1908-1487	M2	4:40:32 PM	4:54:59 PM	0:14:27
1906-0868	M2	11:52:51 AM	12:00:19 PM	0:07:28	1910-0937	M2	4:58:12 PM	5:12:35 PM	0:14:23
1903-0499	M3	12:53:02 PM	1:00:29 PM	0:07:27	1908-2561	M3	1:37:27 PM	1:51:49 PM	0:14:22
1907-0583	M2	3:05:18 AM	3:12:44 AM	0:07:26	1912-1939	M2	12:17:27 PM	12:31:48 PM	0:14:21
1910-1980	M3	3:08:36 PM	3:16:02 PM	0:07:26	1910-2565	M3	9:58:27 AM	10:12:45 AM	0:14:18
1907-0127	M2	2:48:00 PM	2:55:24 PM	0:07:24					
1912-2879	M1	11:38:39 AM	11:46:01 AM	0:07:22					
1907-1183	M1	3:36:13 PM	3:43:34 PM	0:07:21					
1901-2857	M1	3:49:39 PM	3:56:59 PM	0:07:20					
1902-2509	M1	7:19:19 AM	7:26:39 AM	0:07:20					
1908-1346	M3	2:23:25 AM	2:30:45 AM	0:07:20					
1908-3105	M3	4:17:19 AM	4:24:38 AM	0:07:19					
1910-0441	M2	6:49:53 PM	6:57:11 PM	0:07:18					
1906-0848	M3	3:12:25 AM	3:19:42 AM	0:07:17					
1911-2530	M2	12:33:04 PM	12:40:20 PM	0:07:16					
1902-1782	M1	12:41:37 AM	12:48:51 AM	0:07:14					
1908-2247	M3	6:16:58 AM	6:24:12 AM	0:07:14					
1910-2245	M3	2:30:47 AM	2:38:01 AM	0:07:14					
1908-1532	M1	12:44:22 AM	12:51:33 AM	0:07:11					
1904-2460	M2	3:47:23 PM	3:54:33 PM	0:07:10					
1902-0517	M3	6:17:17 PM	6:24:26 PM	0:07:09					
1908-0612	M1	4:51:17 PM	4:58:26 PM	0:07:09					
1912-0193	M3	2:46:49 PM	2:53:58 PM	0:07:09					

1903-0258	M1	4:12:34 PM	4:19:42 PM	0:07:08
1904-1693	M2	4:22:02 PM	4:29:10 PM	0:07:08
1909-2112	M1	9:56:06 AM	10:03:12 AM	0:07:06
1909-2046	M3	1:14:46 PM	1:21:52 PM	0:07:06
1911-2496	M1	1:28:32 AM	1:35:38 AM	0:07:06
1907-0530	M3	9:30:31 PM	9:37:36 PM	0:07:05
1909-1850	M3	2:21:11 AM	2:28:16 AM	0:07:05
1912-2271	M3	4:44:04 PM	4:51:09 PM	0:07:05
1911-0534	M1	11:06:09 AM	11:13:11 AM	0:07:02
1902-1680	M3	6:40:12 AM	6:47:14 AM	0:07:02
1907-0001	M3	1:29:16 AM	1:36:18 AM	0:07:02
1907-1131	M3	1:47:40 AM	1:54:42 AM	0:07:02
1912-1972	M1	4:46:10 PM	4:53:12 PM	0:07:02
1903-0100	M3	12:27:28 AM	12:34:29 AM	0:07:01
1902-0449	M1	6:17:33 AM	6:24:33 AM	0:07:00
1905-0488	M1	6:51:45 PM	6:58:45 PM	0:07:00
1905-2517	M3	1:02:43 AM	1:09:43 AM	0:07:00
1907-2876	M1	5:04:41 AM	5:11:41 AM	0:07:00
1909-1969	M3	4:20:32 PM	4:27:32 PM	0:07:00
1906-0778	M1	3:42:58 PM	3:49:57 PM	0:06:59
1903-0796	M1	12:27:16 PM	12:34:15 PM	0:06:59
1903-2195	M1	5:24:24 PM	5:31:23 PM	0:06:59
1906-0849	M1	3:16:24 AM	3:23:23 AM	0:06:59
1902-2184	M1	1:50:56 AM	1:57:54 AM	0:06:58
1908-2979	M2	11:19:50 PM	11:26:48 PM	0:06:58
1901-1876	M2	2:48:53 PM	2:55:50 PM	0:06:57
1907-1476	M1	4:44:21 AM	4:51:18 AM	0:06:57
1911-0944	M3	5:01:38 AM	5:08:35 AM	0:06:57
1906-0534	M3	2:55:25 PM	3:02:21 PM	0:06:56
1904-0926	M1	4:15:13 AM	4:22:09 AM	0:06:56
1907-1151	M3	11:26:26 AM	11:33:21 AM	0:06:55
1901-1764	M1	1:29:57 PM	1:36:51 PM	0:06:54
1902-0445	M1	12:47:10 AM	12:54:04 AM	0:06:54
1904-1732	M1	6:05:12 AM	6:12:06 AM	0:06:54
1907-1652	M1	12:10:02 AM	12:16:56 AM	0:06:54
1907-2612	M1	11:52:48 PM	11:59:42 PM	0:06:54
1901-1116	M3	11:29:44 PM	11:36:37 PM	0:06:53
1903-0596	M1	1:51:46 PM	1:58:39 PM	0:06:53
1906-0870	M1	12:07:26 PM	12:14:19 PM	0:06:53
1902-2110	M1	10:58:31 AM	11:05:23 AM	0:06:52
1907-3848	M3	1:42:04 AM	1:48:56 AM	0:06:52
1901-0481	M2	12:05:50 PM	12:12:41 PM	0:06:51
1901-0735	M3	1:27:02 PM	1:33:53 PM	0:06:51
1902-1924	M3	12:03:38 PM	12:10:29 PM	0:06:51
1905-1029	M1	9:52:07 AM	9:58:58 AM	0:06:51
1904-0593	M3	12:43:17 PM	12:50:07 PM	0:06:50
1909-1858	M3	7:57:14 AM	8:04:04 AM	0:06:50
1911-2033	M1	11:29:17 PM	11:36:07 PM	0:06:50
1912-1280	M3	11:05:13 AM	11:12:03 AM	0:06:50
1906-0373	M3	7:42:09 AM	7:48:59 AM	0:06:50
1901-2391	M2	9:32:28 AM	9:39:17 AM	0:06:49
1908-0311	M3	11:06:48 AM	11:13:37 AM	0:06:49
1912-1653	M1	2:37:02 PM	2:43:51 PM	0:06:49
1902-0503	M3	3:14:46 PM	3:21:34 PM	0:06:48
1903-1129	M3	8:58:51 AM	9:05:39 AM	0:06:48
1905-1282	M1	5:49:24 AM	5:56:11 AM	0:06:47
1912-1003	M1	10:18:05 AM	10:24:52 AM	0:06:47
1912-2926	M3	4:32:25 PM	4:39:11 PM	0:06:46
1902-1626	M1	2:49:20 PM	2:56:05 PM	0:06:45
1903-2090	M3	4:04:26 PM	4:11:10 PM	0:06:44
1907-3150	M2	2:13:09 PM	2:19:53 PM	0:06:44
1908-2706	M3	2:48:58 PM	2:55:42 PM	0:06:44
1908-0036	M2	12:51:07 PM	12:57:51 PM	0:06:44
1901-1645	M1	2:29:09 AM	2:35:52 AM	0:06:43
1902-0151	M1	2:25:30 PM	2:32:13 PM	0:06:43
1903-0488	M1	10:24:16 AM	10:30:59 AM	0:06:43
1910-0143	M3	4:26:57 PM	4:33:39 PM	0:06:42
1912-2226	M3	10:13:21 AM	10:20:03 AM	0:06:42
1902-2068	M1	7:36:17 PM	7:42:59 PM	0:06:42
1903-0322	M3	7:53:57 AM	8:00:39 AM	0:06:42
1901-1728	M3	3:12:54 AM	3:19:35 AM	0:06:41
1904-0492	M3	12:24:07 PM	12:30:48 PM	0:06:41
1907-1231	M3	1:35:17 AM	1:41:58 AM	0:06:41
1903-0830	M2	4:13:59 PM	4:20:38 PM	0:06:39
1904-0461	M3	2:09:33 AM	2:16:12 AM	0:06:39

1903-1182	M3	4:27:00 PM	4:33:38 PM	0:06:38
1912-2682	M2	3:03:49 AM	3:10:27 AM	0:06:38
1908-1523	M3	10:32:46 PM	10:39:23 PM	0:06:37
1912-2369	M1	4:47:55 PM	4:54:32 PM	0:06:37
1903-2682	M3	7:47:18 AM	7:53:55 AM	0:06:37
1910-0388	M1	11:37:31 AM	11:44:08 AM	0:06:37
1904-2054	M1	8:22:52 PM	8:29:28 PM	0:06:36
1902-2886	M3	10:03:32 PM	10:10:08 PM	0:06:36
1908-1802	M2	12:13:53 PM	12:20:28 PM	0:06:35
1912-0888	M3	4:19:58 AM	4:26:33 AM	0:06:35
1904-0867	M1	11:41:55 AM	11:48:29 AM	0:06:34
1905-1454	M3	12:16:45 AM	12:23:19 AM	0:06:34
1912-1520	M3	11:26:06 PM	11:32:40 PM	0:06:34
1903-0115	M1	4:19:39 AM	4:26:13 AM	0:06:34
1912-0738	M3	11:27:28 AM	11:34:02 AM	0:06:34
1911-1544	M1	10:51:36 AM	10:58:07 AM	0:06:31
1912-1093	M2	12:23:37 PM	12:30:08 PM	0:06:31
1906-2312	M3	6:26:27 AM	6:32:58 AM	0:06:31
1911-2599	M1	8:49:56 AM	8:56:27 AM	0:06:31
1907-0333	M2	10:32:28 PM	10:38:58 PM	0:06:30
1908-2659	M3	6:30:24 AM	6:36:54 AM	0:06:30
1905-1717	M1	11:20:43 AM	11:27:12 AM	0:06:29
1903-2136	M3	3:02:52 AM	3:09:21 AM	0:06:29
1904-0294	M3	12:48:54 PM	12:55:23 PM	0:06:29
1912-0410	M2	12:06:54 PM	12:13:23 PM	0:06:29
1902-1420	M1	3:43:47 PM	3:50:15 PM	0:06:28
1907-3076	M2	10:06:49 PM	10:13:17 PM	0:06:28
1909-1749	M2	9:24:42 PM	9:31:10 PM	0:06:28
1911-1520	M1	2:31:16 AM	2:37:44 AM	0:06:28
1905-2955	M3	8:21:20 PM	8:27:48 PM	0:06:28
1907-2103	M1	7:04:44 PM	7:11:11 PM	0:06:27
1910-2614	M3	7:31:59 PM	7:38:26 PM	0:06:27
1907-2966	M1	10:42:29 PM	10:48:55 PM	0:06:26
1901-1143	M1	10:56:14 AM	11:02:40 AM	0:06:26
1903-2859	M3	4:36:50 PM	4:43:16 PM	0:06:26
1904-1423	M3	9:30:05 PM	9:36:31 PM	0:06:26
1909-2200	M3	12:30:27 AM	12:36:51 AM	0:06:24
1910-2007	M3	10:16:34 PM	10:22:58 PM	0:06:24
1910-2167	M3	11:09:34 AM	11:15:58 AM	0:06:24
1912-1245	M3	1:33:13 AM	1:39:37 AM	0:06:24
1901-1287	M2	3:26:37 PM	3:33:00 PM	0:06:23
1902-0304	M1	10:40:32 PM	10:46:55 PM	0:06:23
1908-1418	M3	8:14:27 PM	8:20:50 PM	0:06:23
1911-2384	M3	2:17:44 AM	2:24:06 AM	0:06:22
1901-1753	M2	12:00:53 PM	12:07:14 PM	0:06:21
1909-0972	M3	10:35:14 AM	10:41:35 AM	0:06:21
1901-2017	M1	3:56:04 AM	4:02:25 AM	0:06:21
1907-2871	M1	2:52:18 AM	2:58:39 AM	0:06:21
1905-0021	M1	9:07:23 AM	9:13:43 AM	0:06:20
1906-0443	M3	6:14:28 PM	6:20:48 PM	0:06:20
1902-2345	M3	11:57:44 AM	12:04:04 PM	0:06:20
1909-1593	M3	2:24:02 AM	2:30:21 AM	0:06:19
1902-1479	M1	6:22:44 AM	6:29:03 AM	0:06:19
1902-1661	M3	8:43:09 PM	8:49:28 PM	0:06:19
1906-0590	M3	12:36:18 AM	12:42:37 AM	0:06:19
1908-2063	M3	2:55:59 AM	3:02:18 AM	0:06:19
1903-2219	M1	10:10:40 PM	10:16:58 PM	0:06:18
1908-0301	M3	9:26:45 AM	9:33:03 AM	0:06:18
1903-2565	M3	3:44:53 AM	3:51:11 AM	0:06:18
1906-2984	M1	5:43:15 AM	5:49:33 AM	0:06:18
1908-1914	M1	5:54:57 AM	6:01:15 AM	0:06:18
1906-0987	M3	9:57:22 PM	10:03:39 PM	0:06:17
1910-0889	M1	11:49:35 PM	11:55:52 PM	0:06:17
1911-0087	M1	9:23:56 PM	9:30:13 PM	0:06:17
1911-1712	M3	11:41:24 AM	11:47:39 AM	0:06:15
1905-2626	M3	4:36:15 PM	4:42:30 PM	0:06:15
1902-0008	M1	1:58:43 AM	2:04:57 AM	0:06:14
1908-1395	M2	4:11:33 PM	4:17:47 PM	0:06:14
1911-0161	M1	4:42:53 PM	4:49:07 PM	0:06:14
1910-0973	M1	2:19:55 AM	2:26:08 AM	0:06:13
1901-1122	M1	12:54:34 AM	1:00:47 AM	0:06:13
1902-1461	M1	9:11:55 PM	9:18:08 PM	0:06:13
1903-1990	M2	4:58:09 PM	5:04:22 PM	0:06:13
1902-2864	M1	5:06:31 PM	5:12:43 PM	0:06:12
1911-1528	M3	5:09:05 AM	5:15:17 AM	0:06:12

1912-2686	M3	5:33:20 AM	5:39:32 AM	0:06:12
1902-0163	M1	4:56:49 PM	5:03:01 PM	0:06:12
1902-0056	M2	3:04:19 PM	3:10:30 PM	0:06:11
1904-1339	M1	7:08:45 AM	7:14:56 AM	0:06:11
1901-2035	M1	10:42:27 AM	10:48:37 AM	0:06:10
1906-0689	M1	9:56:57 PM	10:03:07 PM	0:06:10
1912-1117	M3	6:12:35 PM	6:18:45 PM	0:06:10
1906-2548	M3	7:23:20 PM	7:29:30 PM	0:06:10
1910-2168	M1	11:16:11 AM	11:22:21 AM	0:06:10
1905-2874	M3	9:52:39 AM	9:58:48 AM	0:06:09
1906-0609	M2	9:41:21 AM	9:47:30 AM	0:06:09
1902-0146	M3	1:30:44 PM	1:36:53 PM	0:06:09
1903-0316	M3	6:55:01 AM	7:01:10 AM	0:06:09
1910-0809	M1	6:39:49 AM	6:45:58 AM	0:06:09
1910-2264	M2	12:34:55 PM	12:41:03 PM	0:06:08
1902-0622	M3	11:10:12 PM	11:16:19 PM	0:06:07
1908-2279	M3	3:15:33 PM	3:21:40 PM	0:06:07
1904-0394	M2	12:40:05 PM	12:46:12 PM	0:06:07
1902-1937	M2	2:34:21 PM	2:40:27 PM	0:06:06
1903-1093	M2	5:30:48 PM	5:36:54 PM	0:06:06
1904-2196	M2	10:03:41 AM	10:09:47 AM	0:06:06
1906-0371	M3	6:20:04 AM	6:26:10 AM	0:06:06
1907-2490	M1	1:42:58 AM	1:49:04 AM	0:06:06
1909-2744	M1	1:57:24 AM	2:03:30 AM	0:06:06
1903-1332	M3	5:52:17 AM	5:58:22 AM	0:06:05
1907-0996	M1	3:06:03 PM	3:12:08 PM	0:06:05
1912-1105	M2	2:28:59 PM	2:35:04 PM	0:06:05
1912-2679	M2	2:07:26 AM	2:13:31 AM	0:06:05
1901-1382	M1	1:58:49 AM	2:04:53 AM	0:06:04
1901-1411	M3	1:07:18 PM	1:13:22 PM	0:06:04
1902-2092	M3	4:40:53 AM	4:46:57 AM	0:06:04
1905-1463	M1	6:07:13 AM	6:13:17 AM	0:06:04
1907-2558	M1	3:48:51 PM	3:54:55 PM	0:06:04
1909-0137	M3	7:03:56 PM	7:10:00 PM	0:06:04
1901-1424	M1	3:19:30 PM	3:25:33 PM	0:06:03
1902-2481	M2	5:54:12 PM	6:00:15 PM	0:06:03
1903-2718	M1	1:21:30 PM	1:27:33 PM	0:06:03
1908-2442	M1	10:48:02 AM	10:54:05 AM	0:06:03
1909-2306	M3	7:43:49 AM	7:49:51 AM	0:06:02
1902-2159	M1	8:10:07 PM	8:16:08 PM	0:06:01
1903-0911	M1	12:28:46 PM	12:34:47 PM	0:06:01
1907-0364	M3	4:28:53 AM	4:34:54 AM	0:06:01
1907-3589	M1	3:11:22 PM	3:17:22 PM	0:06:00
1901-1368	M1	9:53:53 PM	9:59:53 PM	0:06:00
1907-0703	M1	7:06:15 PM	7:12:15 PM	0:06:00
1904-1682	M3	2:14:39 PM	2:20:38 PM	0:05:59
1905-1227	M1	1:20:18 PM	1:26:16 PM	0:05:58
1901-1993	M1	6:17:58 PM	6:23:55 PM	0:05:57
1904-1888	M1	11:18:25 PM	11:24:22 PM	0:05:57
1910-0361	M1	2:58:11 AM	3:04:08 AM	0:05:57
1910-2319	M1	1:25:05 AM	1:31:02 AM	0:05:57
1901-0004	M1	12:45:08 AM	12:51:04 AM	0:05:56
1911-0308	M2	11:55:34 PM	12:01:30 AM	0:05:56
1906-1737	M3	2:43:55 PM	2:49:51 PM	0:05:56
1912-1622	M1	2:43:39 AM	2:49:35 AM	0:05:56
1903-2204	M1	7:50:44 PM	7:56:39 PM	0:05:55
1904-0988	M3	8:36:41 PM	8:42:36 PM	0:05:55
1907-0531	M2	9:37:25 PM	9:43:19 PM	0:05:54
1901-2023	M3	7:49:23 AM	7:55:17 AM	0:05:54
1901-0528	M1	9:11:58 PM	9:17:51 PM	0:05:53
1902-0460	M3	9:00:48 AM	9:06:41 AM	0:05:53
1905-1217	M1	12:17:10 PM	12:23:03 PM	0:05:53
1907-3723	M3	8:46:05 PM	8:51:58 PM	0:05:53
1910-0160	M1	8:08:48 PM	8:14:41 PM	0:05:53
1910-2418	M2	1:09:57 PM	1:15:50 PM	0:05:53
1901-0663	M1	9:28:02 PM	9:33:55 PM	0:05:53
1907-0437	M1	2:42:35 PM	2:48:28 PM	0:05:53
1901-1126	M3	6:20:54 AM	6:26:46 AM	0:05:52
1905-2574	M1	11:54:23 PM	12:00:15 AM	0:05:52
1908-0442	M3	7:25:49 AM	7:31:41 AM	0:05:52
1903-0515	M1	3:52:59 PM	3:58:49 PM	0:05:50
1906-2661	M1	9:04:09 PM	9:09:59 PM	0:05:50
1907-3327	M1	9:15:15 PM	9:21:05 PM	0:05:50
1912-2829	M3	11:48:22 PM	11:54:12 PM	0:05:50
1903-2442	M3	3:35:17 PM	3:41:06 PM	0:05:49

1906-1795	M3	11:30:37 AM	11:36:26 AM	0:05:49
1908-0994	M1	6:42:37 AM	6:48:26 AM	0:05:49
1911-2692	M3	10:28:09 AM	10:33:58 AM	0:05:49
1902-0052	M1	2:11:37 PM	2:17:25 PM	0:05:48
1903-1431	M3	6:33:42 AM	6:39:30 AM	0:05:48
1903-1653	M1	12:42:51 PM	12:48:39 PM	0:05:48
1907-2810	M2	2:36:09 PM	2:41:57 PM	0:05:48
1912-2212	M3	6:15:16 AM	6:21:04 AM	0:05:48
1901-1059	M1	12:37:46 PM	12:43:33 PM	0:05:47
1901-1354	M3	4:41:26 PM	4:47:13 PM	0:05:47
1903-1657	M3	1:30:22 PM	1:36:09 PM	0:05:47
1905-1066	M1	3:39:37 PM	3:45:24 PM	0:05:47
1910-2343	M1	3:12:38 PM	3:18:25 PM	0:05:47
1901-2173	M3	3:42:55 AM	3:48:41 AM	0:05:46
1906-1892	M3	10:53:36 PM	10:59:22 PM	0:05:46
1907-0044	M3	3:33:52 PM	3:39:38 PM	0:05:46
1908-0914	M1	5:09:23 PM	5:15:09 PM	0:05:46
1911-2179	M1	12:35:52 PM	12:41:38 PM	0:05:46
1912-1782	M2	9:33:35 PM	9:39:21 PM	0:05:46
1912-2510	M2	4:43:54 PM	4:49:40 PM	0:05:46
1903-2404	M2	10:30:19 AM	10:36:04 AM	0:05:45
1907-1623	M3	9:58:01 PM	10:03:46 PM	0:05:45
1904-1971	M1	10:37:23 PM	10:43:07 PM	0:05:44
1905-1287	M3	7:51:09 AM	7:56:52 AM	0:05:43
1908-2069	M3	5:03:51 AM	5:09:34 AM	0:05:43
1910-0695	M3	9:51:17 PM	9:56:59 PM	0:05:42
1908-2863	M1	10:18:49 PM	10:24:31 PM	0:05:42
1902-0596	M1	5:24:17 PM	5:29:58 PM	0:05:41
1904-0553	M3	11:18:56 PM	11:24:37 PM	0:05:41
1908-2737	M1	6:12:54 PM	6:18:35 PM	0:05:41
1908-3240	M3	9:04:00 AM	9:09:41 AM	0:05:41
1909-0034	M3	4:32:25 AM	4:38:06 AM	0:05:41
1901-2650	M1	11:05:53 PM	11:11:33 PM	0:05:40
1906-0423	M3	2:57:04 PM	3:02:44 PM	0:05:40
1910-2417	M1	1:04:05 PM	1:09:45 PM	0:05:40
1911-1041	M1	2:27:22 AM	2:33:02 AM	0:05:40
1901-2482	M1	11:42:10 PM	11:47:49 PM	0:05:39
1903-2495	M1	5:41:43 AM	5:47:22 AM	0:05:39
1911-1434	M1	9:58:06 AM	10:03:45 AM	0:05:39
1901-2725	M1	3:22:40 AM	3:28:18 AM	0:05:38
1910-1962	M1	10:39:59 AM	10:45:37 AM	0:05:38
1911-0242	M3	2:24:13 AM	2:29:51 AM	0:05:38
1901-0199	M1	2:23:58 PM	2:29:36 PM	0:05:38
1901-2493	M1	4:16:07 AM	4:21:45 AM	0:05:38
1904-0934	M3	7:56:06 AM	8:01:44 AM	0:05:38
1910-1369	M1	2:17:08 PM	2:22:45 PM	0:05:37
1902-0640	M1	7:34:04 AM	7:39:40 AM	0:05:36
1909-1807	M1	2:23:16 PM	2:28:52 PM	0:05:36
1910-1746	M3	3:22:40 AM	3:28:16 AM	0:05:36
1907-2498	M3	3:04:21 AM	3:09:56 AM	0:05:35
1904-0442	M1	9:52:53 PM	9:58:27 PM	0:05:34
1908-2981	M3	12:00:49 AM	12:06:23 AM	0:05:34
1909-2371	M2	10:25:52 PM	10:31:26 PM	0:05:34
1910-1095	M2	12:43:38 PM	12:49:12 PM	0:05:34
1907-3303	M1	4:25:59 PM	4:31:33 PM	0:05:34
1907-3303	M3	4:25:59 PM	4:31:33 PM	0:05:34
1909-0199	M3	7:53:30 AM	7:59:04 AM	0:05:34
1903-1973	M3	1:30:53 PM	1:36:26 PM	0:05:33
1907-1230	M1	12:51:32 AM	12:57:05 AM	0:05:33
1902-1669	M1	12:07:36 AM	12:13:08 AM	0:05:32
1907-0023	M3	11:21:24 AM	11:26:56 AM	0:05:32
1908-2665	M3	9:07:39 AM	9:13:11 AM	0:05:32
1909-0486	M2	8:45:41 PM	8:51:13 PM	0:05:32
1906-0357	M1	11:57:27 PM	12:02:59 AM	0:05:32
1906-0711	M3	2:05:22 AM	2:10:54 AM	0:05:32
1907-0015	M1	8:45:51 AM	8:51:23 AM	0:05:32
1912-2296	M1	9:17:29 PM	9:23:01 PM	0:05:32
1902-2852	M1	3:35:21 PM	3:40:52 PM	0:05:31
1904-2157	M1	9:02:08 PM	9:07:39 PM	0:05:31
1906-1084	M3	11:37:47 PM	11:43:18 PM	0:05:31
1909-0705	M1	10:19:03 PM	10:24:34 PM	0:05:31
1910-2547	M1	3:01:11 AM	3:06:42 AM	0:05:31
1912-0309	M1	10:51:46 PM	10:57:16 PM	0:05:30
1906-1691	M1	12:04:13 AM	12:09:43 AM	0:05:30
1907-2032	M1	7:43:30 AM	7:49:00 AM	0:05:30

1908-0048	M3	3:30:23 PM	3:35:53 PM	0:05:30
1908-0150	M3	11:51:22 AM	11:56:52 AM	0:05:30
1911-0248	M1	7:51:32 AM	7:57:02 AM	0:05:30
1904-0621	M3	7:35:33 PM	7:41:02 PM	0:05:29
1907-1935	M3	11:52:50 AM	11:58:19 AM	0:05:29
1909-0828	M3	12:45:34 AM	12:51:03 AM	0:05:29
1903-1732	M3	12:12:37 PM	12:18:06 PM	0:05:29
1912-2942	M3	6:03:23 PM	6:08:52 PM	0:05:29
1907-0070	M1	10:09:05 PM	10:14:33 PM	0:05:28
1907-3366	M3	3:26:35 AM	3:32:03 AM	0:05:28
1910-1827	M3	10:50:00 AM	10:55:28 AM	0:05:28
1912-1316	M2	9:38:20 PM	9:43:48 PM	0:05:28
1904-0448	M1	10:45:01 PM	10:50:28 PM	0:05:27
1904-0448	M3	10:45:01 PM	10:50:28 PM	0:05:27
1907-3636	M1	4:24:06 AM	4:29:33 AM	0:05:27
1912-2497	M1	3:41:25 PM	3:46:52 PM	0:05:27
1902-0317	M1	5:58:20 AM	6:03:46 AM	0:05:26
1902-1794	M3	6:40:30 AM	6:45:56 AM	0:05:26
1910-0532	M1	9:13:28 PM	9:18:54 PM	0:05:26
1901-1650	M3	5:03:41 AM	5:09:06 AM	0:05:25
1907-0576	M1	1:56:31 AM	2:01:56 AM	0:05:25
1907-2144	M1	5:12:12 AM	5:17:37 AM	0:05:25
1901-0950	M1	7:16:01 AM	7:21:26 AM	0:05:25
1901-2515	M3	12:59:36 PM	1:05:01 PM	0:05:25
1905-0439	M1	6:46:29 AM	6:51:54 AM	0:05:25
1906-2414	M3	1:15:50 AM	1:21:15 AM	0:05:25
1908-3230	M1	7:30:16 AM	7:35:41 AM	0:05:25
1912-1758	M1	6:07:02 PM	6:12:26 PM	0:05:24
1912-2192	M1	8:38:01 PM	8:43:25 PM	0:05:24
1908-0878	M1	11:08:25 AM	11:13:49 AM	0:05:24
1908-2627	M3	10:54:52 PM	11:00:15 PM	0:05:23
1908-3060	M3	5:56:10 PM	6:01:33 PM	0:05:23
1909-1157	M3	6:01:20 AM	6:06:41 AM	0:05:21
1901-2228	M3	6:18:15 PM	6:23:35 PM	0:05:20
1902-1652	M3	6:40:04 PM	6:45:24 PM	0:05:20
1910-0118	M3	11:14:40 AM	11:20:00 AM	0:05:20
1912-0091	M3	12:01:50 PM	12:07:10 PM	0:05:20
1912-1814	M1	3:24:38 AM	3:29:58 AM	0:05:20
1902-1575	M1	11:18:58 PM	11:24:17 PM	0:05:19
1902-2084	M1	11:50:56 PM	11:56:15 PM	0:05:19
1903-2427	M3	1:40:07 PM	1:45:26 PM	0:05:19
1912-2611	M3	2:22:26 PM	2:27:45 PM	0:05:19
1901-1050	M3	11:15:03 AM	11:20:22 AM	0:05:19
1907-0606	M1	9:10:01 AM	9:15:20 AM	0:05:19
1907-2110	M3	8:22:48 PM	8:28:07 PM	0:05:19
1908-2877	M3	12:38:41 AM	12:44:00 AM	0:05:19
1902-2814	M1	10:37:40 AM	10:42:58 AM	0:05:18
1909-0818	M1	11:29:53 PM	11:35:11 PM	0:05:18
1903-2640	M3	7:56:17 PM	8:01:35 PM	0:05:18
1904-2390	M1	10:18:30 PM	10:23:48 PM	0:05:18
1907-3435	M3	5:28:44 PM	5:34:02 PM	0:05:18
1912-0529	M3	11:42:22 PM	11:47:39 PM	0:05:17
1902-1273	M3	9:41:30 PM	9:46:47 PM	0:05:17
1903-1063	M1	12:12:07 PM	12:17:24 PM	0:05:17
1910-1949	M1	7:14:20 AM	7:19:37 AM	0:05:17
1911-1543	M3	10:51:02 AM	10:56:19 AM	0:05:17
1911-1867	M1	9:12:23 AM	9:17:40 AM	0:05:17
1908-1651	M3	6:41:29 AM	6:46:45 AM	0:05:16
1910-1322	M3	12:10:23 AM	12:15:39 AM	0:05:16
1912-1864	M1	2:22:44 PM	2:28:00 PM	0:05:16
1908-0713	M3	7:33:53 PM	7:39:08 PM	0:05:15
1908-1969	M1	2:20:08 PM	2:25:23 PM	0:05:15
1908-3223	M1	4:06:14 AM	4:11:29 AM	0:05:15
1910-2397	M3	9:31:25 AM	9:36:40 AM	0:05:15
1911-0310	M1	12:34:24 AM	12:39:39 AM	0:05:15
1912-1663	M2	4:54:51 PM	5:00:06 PM	0:05:15
1903-0392	M3	5:22:09 AM	5:27:23 AM	0:05:14
1901-0847	M1	8:29:56 PM	8:35:10 PM	0:05:14
1903-2213	M3	8:36:49 PM	8:42:03 PM	0:05:14
1904-1062	M3	2:43:49 PM	2:49:03 PM	0:05:14
1904-0993	M1	8:59:08 PM	9:04:21 PM	0:05:13
1905-2352	M3	5:35:15 PM	5:40:28 PM	0:05:13
1909-2205	M1	1:28:01 AM	1:33:14 AM	0:05:13
1912-2123	M1	12:20:17 AM	12:25:30 AM	0:05:13
1903-0798	M2	12:45:17 PM	12:50:30 PM	0:05:13

1908-1362	M3	9:31:42 AM	9:36:55 AM	0:05:13
1906-0526	M1	1:46:57 PM	1:52:09 PM	0:05:12
1906-0683	M1	8:53:54 PM	8:59:06 PM	0:05:12
1908-2134	M3	9:00:39 PM	9:05:51 PM	0:05:12
1909-1486	M3	8:35:53 AM	8:41:05 AM	0:05:12
1910-1948	M3	6:53:42 AM	6:58:54 AM	0:05:12
1911-0482	M3	10:27:59 PM	10:33:11 PM	0:05:12
1912-0019	M1	10:59:36 AM	11:04:48 AM	0:05:12
1912-1994	M1	8:44:26 PM	8:49:38 PM	0:05:12
1901-1021	M1	1:04:13 AM	1:09:24 AM	0:05:11
1903-2559	M3	2:05:29 AM	2:10:40 AM	0:05:11
1910-2540	M3	1:00:11 AM	1:05:22 AM	0:05:11
1904-0837	M1	3:25:07 AM	3:30:18 AM	0:05:11
1907-2587	M3	8:10:13 PM	8:15:24 PM	0:05:11
1907-2844	M3	8:16:10 PM	8:21:21 PM	0:05:11
1908-2042	M3	10:58:20 PM	11:03:31 PM	0:05:11
1910-0300	M2	1:46:41 PM	1:51:52 PM	0:05:11
1910-1231	M1	3:20:10 AM	3:25:21 AM	0:05:11
1911-0849	M1	1:32:23 AM	1:37:34 AM	0:05:11
1901-1751	M1	11:49:35 AM	11:54:45 AM	0:05:10
1906-0419	M1	2:44:26 PM	2:49:36 PM	0:05:10
1908-2652	M1	2:42:34 AM	2:47:44 AM	0:05:10
1904-1553	M1	3:09:53 AM	3:15:02 AM	0:05:09
1905-0140	M1	1:03:51 PM	1:09:00 PM	0:05:09
1911-2700	M2	12:22:26 PM	12:27:35 PM	0:05:09
1901-1476	M3	7:46:52 AM	7:52:01 AM	0:05:09
1902-1815	M3	10:20:33 AM	10:25:42 AM	0:05:09
1903-0817	M2	2:59:10 PM	3:04:19 PM	0:05:09
1903-2150	M1	9:27:05 AM	9:32:14 AM	0:05:09
1904-0438	M3	9:32:57 PM	9:38:06 PM	0:05:09
1906-2386	M3	9:07:54 PM	9:13:03 PM	0:05:09
1907-0795	M2	10:37:39 AM	10:42:48 AM	0:05:09
1912-1706	M1	12:59:48 AM	1:04:57 AM	0:05:09
1903-1367	M2	1:51:41 PM	1:56:49 PM	0:05:08
1910-2105	M2	8:17:06 PM	8:22:14 PM	0:05:08
1911-2473	M3	6:35:54 PM	6:41:02 PM	0:05:08
1904-0559	M3	2:27:36 AM	2:32:44 AM	0:05:08
1901-1556	M3	6:39:36 AM	6:44:43 AM	0:05:07
1907-1233	M3	3:25:40 AM	3:30:47 AM	0:05:07
1908-0623	M3	6:34:59 PM	6:40:06 PM	0:05:07
1909-1304	M3	3:07:16 PM	3:12:23 PM	0:05:07
1906-1424	M1	8:15:47 PM	8:20:54 PM	0:05:07
1910-0235	M1	8:33:56 PM	8:39:03 PM	0:05:07
1912-1240	M1	11:31:58 PM	11:37:04 PM	0:05:06
1901-1942	M1	10:09:15 AM	10:14:21 AM	0:05:06
1904-1815	M1	6:12:36 AM	6:17:42 AM	0:05:06
1906-1581	M1	10:33:06 PM	10:38:12 PM	0:05:06
1909-1546	M2	7:02:04 PM	7:07:10 PM	0:05:06
1910-0544	M3	4:50:07 AM	4:55:13 AM	0:05:06
1912-1100	M1	1:11:57 PM	1:17:03 PM	0:05:06
1903-1345	M3	11:29:17 AM	11:34:22 AM	0:05:05
1903-1706	M1	10:34:07 PM	10:39:12 PM	0:05:05
1907-1133	M1	3:41:17 AM	3:46:22 AM	0:05:05
1906-2961	M2	9:02:07 PM	9:07:12 PM	0:05:05
1910-1082	M1	10:23:12 AM	10:28:17 AM	0:05:05
1912-1102	M3	1:47:13 PM	1:52:18 PM	0:05:05
1912-1922	M1	8:06:23 AM	8:11:27 AM	0:05:04
1902-2573	M1	4:56:13 PM	5:01:16 PM	0:05:03
1903-0454	M3	11:17:48 PM	11:22:51 PM	0:05:03
1904-2252	M3	3:15:09 PM	3:20:12 PM	0:05:03
1908-0276	M1	2:07:15 AM	2:12:18 AM	0:05:03
1910-1073	M1	6:08:55 AM	6:13:58 AM	0:05:03
1911-1099	M2	6:51:47 PM	6:56:50 PM	0:05:03
1904-1171	M1	6:04:28 PM	6:09:30 PM	0:05:02
1907-3214	M1	10:37:12 PM	10:42:14 PM	0:05:02
1903-0319	M1	7:38:48 AM	7:43:50 AM	0:05:02
1901-0744	M3	2:19:02 PM	2:24:03 PM	0:05:01
1903-1989	M3	4:45:43 PM	4:50:44 PM	0:05:01
1908-1384	M1	1:51:05 PM	1:56:06 PM	0:05:01
1909-1941	M3	11:34:46 AM	11:39:47 AM	0:05:01
1909-2473	M3	5:48:10 AM	5:53:11 AM	0:05:01
1911-1603	M1	9:46:51 AM	9:51:52 AM	0:05:01
1912-0599	M3	7:27:16 PM	7:32:17 PM	0:05:01
1912-2966	M3	8:24:27 PM	8:29:28 PM	0:05:01
1906-2053	M1	9:42:29 AM	9:47:29 AM	0:05:00

1908-1077	M2	9:19:10 PM	9:24:10 PM	0:05:00
1908-2373	M1	2:10:53 PM	2:15:53 PM	0:05:00
1903-2506	M3	10:03:27 AM	10:08:26 AM	0:04:59
1909-0917	M3	9:12:58 PM	9:17:57 PM	0:04:59
1911-0606	M3	9:47:19 AM	9:52:18 AM	0:04:59
1908-0948	M2	10:54:32 PM	10:59:31 PM	0:04:59
1911-1829	M3	9:14:54 PM	9:19:53 PM	0:04:59
1902-0152	M3	2:42:25 PM	2:47:23 PM	0:04:58
1904-2083	M3	6:44:01 AM	6:48:59 AM	0:04:58
1907-3601	M1	6:42:09 PM	6:47:07 PM	0:04:58
1908-1210	M3	8:20:36 PM	8:25:34 PM	0:04:58
1909-1156	M1	5:48:55 AM	5:53:53 AM	0:04:58
1910-1993	M1	7:41:36 PM	7:46:34 PM	0:04:58
1901-1473	M3	4:04:59 AM	4:09:56 AM	0:04:57
1902-0488	M3	1:47:44 PM	1:52:41 PM	0:04:57
1902-2747	M1	6:30:20 PM	6:35:17 PM	0:04:57
1911-2431	M3	11:41:59 AM	11:46:56 AM	0:04:57
1904-1670	M3	12:04:03 PM	12:09:00 PM	0:04:57
1907-1355	M3	11:15:03 AM	11:20:00 AM	0:04:57
1903-0999	M3	2:28:26 PM	2:33:22 PM	0:04:56
1904-2382	M3	8:29:37 PM	8:34:33 PM	0:04:56
1906-0033	M3	12:23:13 PM	12:28:09 PM	0:04:56
1907-2784	M3	10:28:18 AM	10:33:14 AM	0:04:56
1908-3610	M1	11:09:43 PM	11:14:39 PM	0:04:56
1910-0216	M1	4:35:13 PM	4:40:09 PM	0:04:56
1910-1390	M3	5:46:28 PM	5:51:24 PM	0:04:56
1911-2481	M2	8:30:57 PM	8:35:53 PM	0:04:56
1906-1201	M1	2:17:13 AM	2:22:09 AM	0:04:56
1902-0238	M3	9:20:01 AM	9:24:56 AM	0:04:55
1905-1571	M1	6:11:03 AM	6:15:58 AM	0:04:55
1912-1489	M2	4:43:02 PM	4:47:57 PM	0:04:55
1912-2093	M1	5:02:13 PM	5:07:08 PM	0:04:55
1901-2263	M2	9:30:39 AM	9:35:34 AM	0:04:55
1907-0976	M2	12:18:50 PM	12:23:45 PM	0:04:55
1908-1510	M1	8:11:09 PM	8:16:04 PM	0:04:55
1910-1195	M2	3:54:35 PM	3:59:30 PM	0:04:55
1910-1244	M1	10:48:18 AM	10:53:13 AM	0:04:55
1910-2215	M1	8:30:12 PM	8:35:07 PM	0:04:55
1902-2302	M3	12:09:40 AM	12:14:34 AM	0:04:54
1905-0193	M1	3:29:34 AM	3:34:28 AM	0:04:54
1905-1215	M3	11:56:13 AM	12:01:07 PM	0:04:54
1905-2346	M1	4:13:36 PM	4:18:30 PM	0:04:54
1906-1950	M1	1:42:00 PM	1:46:54 PM	0:04:54
1908-1226	M3	10:20:21 PM	10:25:15 PM	0:04:54
1910-2462	M3	2:45:47 AM	2:50:41 AM	0:04:54
1909-2093	M1	1:27:01 AM	1:31:55 AM	0:04:54
1901-1039	M2	9:28:32 AM	9:33:25 AM	0:04:53
1902-1130	M3	12:18:35 PM	12:23:28 PM	0:04:53
1905-2836	M3	11:14:21 PM	11:19:14 PM	0:04:53
1908-3472	M3	4:25:00 AM	4:29:53 AM	0:04:53
1910-0007	M1	3:50:40 AM	3:55:33 AM	0:04:53
1911-1940	M3	12:30:31 AM	12:35:24 AM	0:04:53
1903-1759	M2	5:07:00 PM	5:11:52 PM	0:04:52
1904-0556	M1	1:19:11 AM	1:24:03 AM	0:04:52
1907-0365	M1	6:03:00 AM	6:07:52 AM	0:04:52
1909-1260	M1	9:34:36 AM	9:39:28 AM	0:04:52
1910-0314	M1	3:58:33 PM	4:03:25 PM	0:04:52
1911-0541	M3	12:15:23 PM	12:20:15 PM	0:04:52
1903-1495	M3	6:51:36 PM	6:56:27 PM	0:04:51
1905-2536	M3	11:46:54 AM	11:51:45 AM	0:04:51
1910-2001	M3	9:17:29 PM	9:22:20 PM	0:04:51
1908-2692	M1	1:19:02 PM	1:23:53 PM	0:04:51
1909-1028	M1	7:43:09 PM	7:48:00 PM	0:04:51
1909-2562	M1	8:11:34 AM	8:16:25 AM	0:04:51
1911-1124	M3	12:29:39 AM	12:34:29 AM	0:04:50
1901-2533	M2	4:21:45 PM	4:26:35 PM	0:04:50
1902-2641	M3	3:04:47 PM	3:09:37 PM	0:04:50
1903-2542	M3	7:00:52 PM	7:05:42 PM	0:04:50
1906-0407	M3	1:47:20 PM	1:52:10 PM	0:04:50
1911-0481	M2	10:24:14 PM	10:29:04 PM	0:04:50
1909-2279	M2	7:30:34 PM	7:35:23 PM	0:04:49
1901-0331	M1	8:33:40 PM	8:38:29 PM	0:04:49
1901-0520	M3	7:57:35 PM	8:02:24 PM	0:04:49
1903-2378	M2	6:31:39 PM	6:36:28 PM	0:04:49
1906-2770	M1	10:03:47 PM	10:08:36 PM	0:04:49

1907-3606	M3	7:45:36 PM	7:50:25 PM	0:04:49
1909-0043	M1	7:45:55 AM	7:50:44 AM	0:04:49
1906-0451	M3	7:40:41 PM	7:45:29 PM	0:04:48
1908-1692	M1	3:16:32 PM	3:21:20 PM	0:04:48
1908-0672	M1	11:36:59 AM	11:41:47 AM	0:04:48
1901-2306	M2	4:49:02 PM	4:53:49 PM	0:04:47
1912-1633	M2	10:24:04 AM	10:28:51 AM	0:04:47
1901-2734	M2	8:50:09 AM	8:54:56 AM	0:04:47
1903-2753	M1	7:10:50 PM	7:15:37 PM	0:04:47
1903-2793	M1	7:56:57 AM	8:01:44 AM	0:04:47
1905-1862	M1	2:59:23 AM	3:04:10 AM	0:04:47
1908-1881	M2	11:12:27 PM	11:17:14 PM	0:04:47
1908-3088	M1	9:54:55 PM	9:59:42 PM	0:04:47
1908-3197	M2	9:25:39 PM	9:30:26 PM	0:04:47
1909-0744	M1	11:34:35 AM	11:39:22 AM	0:04:47
1910-0865	M3	6:31:15 PM	6:36:02 PM	0:04:47
1909-0407	M1	12:24:49 AM	12:29:35 AM	0:04:46
1909-0490	M3	9:06:16 PM	9:11:02 PM	0:04:46
1903-0745	M1	10:02:52 PM	10:07:37 PM	0:04:45
1909-2497	M1	12:05:59 PM	12:10:44 PM	0:04:45
1908-0361	M1	7:07:08 PM	7:11:52 PM	0:04:44
1910-1335	M1	6:46:36 AM	6:51:20 AM	0:04:44
1904-1721	M1	11:39:56 PM	11:44:40 PM	0:04:44
1911-0672	M1	2:36:23 AM	2:41:07 AM	0:04:44
1911-1768	M3	12:31:23 AM	12:36:07 AM	0:04:44
1901-2636	M1	8:04:12 PM	8:08:55 PM	0:04:43
1903-2049	M3	4:05:26 AM	4:10:09 AM	0:04:43
1906-1526	M1	4:19:59 PM	4:24:42 PM	0:04:43
1902-2549	M3	2:55:56 PM	3:00:39 PM	0:04:43
1905-1361	M1	2:16:11 AM	2:20:54 AM	0:04:43
1906-2456	M1	2:25:14 PM	2:29:57 PM	0:04:43
1912-1499	M1	7:57:27 PM	8:02:10 PM	0:04:43
1907-0328	M2	9:46:06 PM	9:50:48 PM	0:04:42
1910-0545	M1	5:21:26 AM	5:26:08 AM	0:04:42
1905-1887	M1	12:04:19 PM	12:09:01 PM	0:04:42
1906-1749	M2	5:49:01 PM	5:53:43 PM	0:04:42
1906-3197	M2	8:18:29 PM	8:23:11 PM	0:04:42
1909-0612	M1	10:27:01 AM	10:31:43 AM	0:04:42
1902-2855	M3	3:55:55 PM	4:00:36 PM	0:04:41
1911-1745	M2	5:43:48 PM	5:48:29 PM	0:04:41
1911-2242	M3	12:49:52 PM	12:54:33 PM	0:04:41
1907-1348	M3	9:38:39 AM	9:43:20 AM	0:04:41
1901-0079	M3	1:44:18 PM	1:48:58 PM	0:04:40
1903-0643	M1	11:04:24 PM	11:09:04 PM	0:04:40
1903-1276	M1	3:29:17 PM	3:33:57 PM	0:04:40
1904-1009	M1	3:16:24 AM	3:21:04 AM	0:04:40
1905-0317	M3	5:40:16 AM	5:44:56 AM	0:04:40
1905-0321	M1	6:58:47 AM	7:03:27 AM	0:04:40
1907-0768	M2	5:29:31 AM	5:34:11 AM	0:04:40
1908-0636	M2	8:25:57 PM	8:30:37 PM	0:04:40
1908-1313	M1	6:35:57 PM	6:40:37 PM	0:04:40
1909-2698	M1	2:48:05 PM	2:52:45 PM	0:04:40
1912-2241	M1	12:48:27 PM	12:53:07 PM	0:04:40
1903-2120	M3	10:07:34 PM	10:12:14 PM	0:04:40
1903-0876	M3	12:40:29 AM	12:45:08 AM	0:04:39
1906-0989	M1	10:09:34 PM	10:14:13 PM	0:04:39
1909-0933	M3	12:46:10 AM	12:50:49 AM	0:04:39
1909-2186	M1	8:38:19 PM	8:42:58 PM	0:04:39
1911-2474	M1	7:08:17 PM	7:12:56 PM	0:04:39
1912-0444	M2	8:21:17 PM	8:25:56 PM	0:04:39
1901-0156	M1	8:37:48 AM	8:42:26 AM	0:04:38
1902-0633	M2	1:24:05 AM	1:28:43 AM	0:04:38
1903-1442	M1	9:40:39 AM	9:45:17 AM	0:04:38
1912-1051	M1	9:22:38 PM	9:27:16 PM	0:04:38
1901-2050	M1	1:31:51 PM	1:36:29 PM	0:04:38
1903-1210	M3	10:17:01 PM	10:21:39 PM	0:04:38
1903-2394	M3	5:26:08 AM	5:30:46 AM	0:04:38
1905-0744	M3	7:47:43 PM	7:52:21 PM	0:04:38
1911-0855	M3	5:03:32 AM	5:08:10 AM	0:04:38
1912-2803	M3	9:36:54 PM	9:41:32 PM	0:04:38
1903-0551	M3	11:41:03 PM	11:45:40 PM	0:04:37
1909-2936	M3	8:42:53 AM	8:47:30 AM	0:04:37
1910-0978	M1	8:37:12 AM	8:41:49 AM	0:04:37
1903-0922	M2	3:41:40 PM	3:46:16 PM	0:04:36
1904-0915	M3	11:11:37 PM	11:16:13 PM	0:04:36

1907-3221	M1	11:30:51 PM	11:35:27 PM	0:04:36
1910-1046	M3	10:22:46 PM	10:27:22 PM	0:04:36
1903-1977	M2	2:00:15 PM	2:04:51 PM	0:04:36
1904-1118	M2	8:04:32 AM	8:09:08 AM	0:04:36
1905-0566	M3	5:38:13 AM	5:42:49 AM	0:04:36
1905-2523	M1	7:01:04 AM	7:05:40 AM	0:04:36
1906-0793	M1	6:05:36 PM	6:10:12 PM	0:04:36
1907-0823	M3	1:30:17 PM	1:34:53 PM	0:04:36
1908-0534	M2	10:49:10 PM	10:53:45 PM	0:04:35
1908-1671	M3	11:16:49 AM	11:21:24 AM	0:04:35
1909-0654	M1	3:30:26 PM	3:35:01 PM	0:04:35
1909-0944	M3	5:40:33 AM	5:45:08 AM	0:04:35
1912-1949	M3	1:29:38 PM	1:34:13 PM	0:04:35
1903-2752	M3	6:04:35 PM	6:09:10 PM	0:04:35
1910-2389	M3	5:03:43 AM	5:08:18 AM	0:04:35
1911-0460	M2	5:05:53 PM	5:10:27 PM	0:04:34
1911-1724	M2	2:07:19 PM	2:11:53 PM	0:04:34
1901-0114	M3	6:13:18 PM	6:17:52 PM	0:04:34
1901-2340	M3	11:14:42 PM	11:19:16 PM	0:04:34
1903-2303	M3	8:27:28 PM	8:32:02 PM	0:04:34
1904-0930	M2	8:00:03 AM	8:04:37 AM	0:04:34
1904-1093	M1	11:13:24 PM	11:17:58 PM	0:04:34
1906-0909	M1	10:53:05 PM	10:57:39 PM	0:04:34
1906-1564	M1	8:20:41 PM	8:25:15 PM	0:04:34
1906-2012	M3	1:21:20 AM	1:25:54 AM	0:04:34
1906-2398	M3	10:51:03 PM	10:55:37 PM	0:04:34
1907-3086	M3	10:50:14 PM	10:54:48 PM	0:04:34
1908-2931	M3	3:17:56 PM	3:22:30 PM	0:04:34
1910-0919	M3	1:53:48 PM	1:58:22 PM	0:04:34
1912-1837	M2	9:36:39 AM	9:41:13 AM	0:04:34
1901-0630	M3	6:26:04 PM	6:30:37 PM	0:04:33
1901-2336	M1	10:14:33 PM	10:19:06 PM	0:04:33
1902-0049	M3	1:11:51 PM	1:16:24 PM	0:04:33
1905-0487	M3	6:49:35 PM	6:54:08 PM	0:04:33
1905-1060	M2	2:56:36 PM	3:01:08 PM	0:04:32
1907-0368	M1	7:27:53 AM	7:32:25 AM	0:04:32
1907-1620	M2	9:53:34 PM	9:58:06 PM	0:04:32
1908-2057	M1	1:33:32 AM	1:38:04 AM	0:04:32
1912-1289	M2	12:49:00 PM	12:53:32 PM	0:04:32
1912-1592	M1	6:47:17 PM	6:51:49 PM	0:04:32
1907-0770	M3	7:39:15 AM	7:43:47 AM	0:04:32
1901-2761	M1	2:14:13 PM	2:18:44 PM	0:04:31
1902-2758	M3	7:54:50 PM	7:59:21 PM	0:04:31
1905-1604	M3	11:36:44 AM	11:41:15 AM	0:04:31
1911-0946	M1	5:47:40 AM	5:52:11 AM	0:04:31
1911-0980	M3	1:34:56 PM	1:39:27 PM	0:04:31
1901-2492	M3	4:01:13 AM	4:05:43 AM	0:04:30
1906-1196	M3	12:57:03 AM	1:01:33 AM	0:04:30
1908-0028	M1	11:09:56 AM	11:14:26 AM	0:04:30
1908-2071	M1	6:56:25 AM	7:00:55 AM	0:04:30
1910-0366	M3	7:13:49 AM	7:18:19 AM	0:04:30
1912-2675	M3	1:29:01 AM	1:33:31 AM	0:04:30
1905-0107	M3	7:28:59 AM	7:33:29 AM	0:04:30
1906-1550	M2	7:20:28 PM	7:24:58 PM	0:04:30
1906-2695	M3	9:26:44 AM	9:31:14 AM	0:04:30
1902-1553	M1	6:08:28 PM	6:12:57 PM	0:04:29
1909-2281	M3	7:43:17 PM	7:47:46 PM	0:04:29
1910-0296	M1	12:46:35 PM	12:51:04 PM	0:04:29
1907-2850	M2	10:14:21 PM	10:18:49 PM	0:04:28
1906-0643	M3	4:09:42 PM	4:14:10 PM	0:04:28
1906-2406	M3	11:55:58 PM	12:00:26 AM	0:04:28
1907-1453	M2	10:05:38 PM	10:10:06 PM	0:04:28
1901-2447	M3	6:11:31 PM	6:15:58 PM	0:04:27
1903-2543	M1	7:40:27 PM	7:44:54 PM	0:04:27
1906-1623	M3	10:35:08 AM	10:39:35 AM	0:04:27
1909-0067	M3	12:54:43 PM	12:59:10 PM	0:04:27
1906-1060	M3	6:53:32 PM	6:57:59 PM	0:04:27
1906-3052	M1	3:44:26 PM	3:48:53 PM	0:04:27
1901-2421	M3	1:24:31 PM	1:28:57 PM	0:04:26
1902-1516	M1	1:29:09 PM	1:33:35 PM	0:04:26
1902-2686	M1	9:32:18 AM	9:36:44 AM	0:04:26
1904-2375	M2	6:53:34 PM	6:58:00 PM	0:04:26
1905-1939	M3	10:01:03 PM	10:05:29 PM	0:04:26
1907-1687	M3	9:35:07 AM	9:39:33 AM	0:04:26
1908-1182	M1	4:38:44 PM	4:43:10 PM	0:04:26

1908-2323	M2	11:26:50 PM	11:31:16 PM	0:04:26
1908-2870	M3	11:47:20 PM	11:51:46 PM	0:04:26
1910-1643	M3	6:34:38 PM	6:39:04 PM	0:04:26
1911-0176	M3	6:54:48 PM	6:59:14 PM	0:04:26
1911-0722	M2	7:07:24 PM	7:11:50 PM	0:04:26
1912-1305	M3	3:38:09 PM	3:42:35 PM	0:04:26
1905-1655	M3	8:03:44 PM	8:08:09 PM	0:04:25
1912-2396	M3	7:33:26 PM	7:37:51 PM	0:04:25
1902-2094	M1	5:10:48 AM	5:15:13 AM	0:04:25
1905-0597	M3	12:56:07 PM	1:00:32 PM	0:04:25
1907-0592	M3	5:02:20 AM	5:06:45 AM	0:04:25
1905-2492	M3	7:12:55 PM	7:17:19 PM	0:04:24
1908-0108	M1	11:39:42 PM	11:44:06 PM	0:04:24
1908-1155	M1	12:30:57 PM	12:35:21 PM	0:04:24
1909-1450	M3	11:04:19 PM	11:08:43 PM	0:04:24
1909-2797	M3	3:20:10 PM	3:24:34 PM	0:04:24
1903-2017	M3	9:18:02 PM	9:22:26 PM	0:04:24
1904-0763	M1	5:52:27 AM	5:56:50 AM	0:04:23
1906-0194	M3	10:33:02 AM	10:37:25 AM	0:04:23
1906-1630	M1	11:20:08 AM	11:24:31 AM	0:04:23
1908-2788	M3	3:26:58 AM	3:31:21 AM	0:04:23
1909-1093	M2	12:24:49 PM	12:29:12 PM	0:04:23
1910-2458	M1	12:26:04 AM	12:30:27 AM	0:04:23
1911-2081	M2	1:25:49 PM	1:30:12 PM	0:04:23
1902-2614	M3	11:12:47 AM	11:17:09 AM	0:04:22
1903-1715	M3	5:58:20 AM	6:02:42 AM	0:04:22
1907-3881	M3	12:46:45 PM	12:51:07 PM	0:04:22
1911-0421	M1	8:48:58 AM	8:53:20 AM	0:04:22
1912-2278	M3	5:46:40 PM	5:51:02 PM	0:04:22
1903-1953	M1	10:06:24 AM	10:10:46 AM	0:04:22
1911-0207	M1	10:21:49 PM	10:26:11 PM	0:04:22
1901-1197	M1	7:40:26 PM	7:44:47 PM	0:04:21
1905-0893	M2	3:48:30 PM	3:52:51 PM	0:04:21
1905-2815	M3	5:42:35 PM	5:46:56 PM	0:04:21
1906-0432	M3	4:26:41 PM	4:31:02 PM	0:04:21
1908-2065	M1	3:56:53 AM	4:01:14 AM	0:04:21
1908-2188	M3	12:44:06 PM	12:48:27 PM	0:04:21
1909-0302	M1	10:06:23 PM	10:10:44 PM	0:04:21
1910-1997	M3	8:35:31 PM	8:39:52 PM	0:04:21
1912-2684	M1	4:06:01 AM	4:10:22 AM	0:04:21
1904-1138	M2	10:02:25 AM	10:06:45 AM	0:04:20
1906-1210	M3	6:44:03 AM	6:48:23 AM	0:04:20
1906-1579	M3	10:29:56 PM	10:34:16 PM	0:04:20
1908-0818	M3	6:37:25 PM	6:41:45 PM	0:04:20
1901-1232	M3	1:26:49 AM	1:31:09 AM	0:04:20
1908-2140	M1	10:11:13 PM	10:15:33 PM	0:04:20
1904-1770	M1	1:08:04 PM	1:12:23 PM	0:04:19
1903-1229	M1	5:26:24 AM	5:30:43 AM	0:04:19
1901-0921	M3	5:27:01 PM	5:31:19 PM	0:04:18
1904-1178	M3	9:15:28 PM	9:19:46 PM	0:04:18
1905-2561	M1	7:53:11 PM	7:57:29 PM	0:04:18
1908-1942	M3	11:29:00 AM	11:33:18 AM	0:04:18
1910-0729	M1	10:12:10 AM	10:16:28 AM	0:04:18
1910-0729	M3	10:12:10 AM	10:16:28 AM	0:04:18
1911-1798	M3	11:19:24 AM	11:23:42 AM	0:04:18
1901-2687	M1	12:58:48 PM	1:03:05 PM	0:04:17
1903-1232	M1	7:58:13 AM	8:02:30 AM	0:04:17
1902-2604	M3	7:45:23 AM	7:49:40 AM	0:04:17
1905-1792	M1	9:47:01 AM	9:51:18 AM	0:04:17
1908-0657	M1	8:11:06 AM	8:15:23 AM	0:04:17
1902-1133	M1	12:28:32 PM	12:32:48 PM	0:04:16
1906-1126	M1	12:08:03 PM	12:12:19 PM	0:04:16
1907-1907	M3	1:47:05 AM	1:51:21 AM	0:04:16
1911-2339	M3	3:47:30 PM	3:51:46 PM	0:04:16
1904-2307	M3	1:16:40 AM	1:20:55 AM	0:04:15
1907-3588	M3	3:02:32 PM	3:06:47 PM	0:04:15
1901-0040	M3	7:56:33 AM	8:00:48 AM	0:04:15
1901-2502	M1	9:42:45 AM	9:47:00 AM	0:04:15
1907-2423	M3	1:50:27 PM	1:54:42 PM	0:04:15
1908-0245	M3	10:50:54 PM	10:55:09 PM	0:04:15
1908-0296	M3	7:21:59 AM	7:26:14 AM	0:04:15
1911-2568	M3	7:02:28 PM	7:06:43 PM	0:04:15
1906-1690	M2	11:51:58 PM	11:56:12 PM	0:04:14
1911-2460	M1	4:57:55 PM	5:02:09 PM	0:04:14
1908-1448	M3	9:23:59 AM	9:28:13 AM	0:04:14

1912-0427	M3	4:03:47 PM	4:08:01 PM	0:04:14
1901-1578	M3	12:54:52 PM	12:59:05 PM	0:04:13
1902-2160	M3	8:10:33 PM	8:14:46 PM	0:04:13
1904-1761	M1	12:23:35 PM	12:27:48 PM	0:04:13
1907-2816	M1	3:18:10 PM	3:22:23 PM	0:04:13
1907-3802	M3	5:00:10 PM	5:04:23 PM	0:04:13
1901-0989	M1	5:25:17 PM	5:29:30 PM	0:04:13
1901-1808	M3	7:58:25 PM	8:02:37 PM	0:04:12
1903-2109	M3	7:52:33 PM	7:56:45 PM	0:04:12
1905-0977	M3	6:13:55 PM	6:18:07 PM	0:04:12
1909-2498	M2	12:13:03 PM	12:17:15 PM	0:04:12
1912-1797	M2	11:34:59 PM	11:39:11 PM	0:04:12
1905-0997	M1	9:11:31 PM	9:15:42 PM	0:04:11
1907-2246	M1	10:37:23 PM	10:41:34 PM	0:04:11
1907-2675	M3	11:56:06 AM	12:00:17 PM	0:04:11
1910-1694	M1	9:32:38 AM	9:36:49 AM	0:04:11
1909-1990	M1	10:47:27 PM	10:51:38 PM	0:04:11
1910-1581	M3	1:12:11 AM	1:16:22 AM	0:04:11
1911-2718	M1	5:26:27 PM	5:30:38 PM	0:04:11
1905-0697	M1	10:55:45 AM	10:59:55 AM	0:04:10
1901-1280	M1	2:46:37 PM	2:50:47 PM	0:04:10
1902-1887	M1	1:15:47 AM	1:19:57 AM	0:04:10
1903-1452	M1	12:36:46 PM	12:40:56 PM	0:04:10
1904-1515	M1	4:52:24 PM	4:56:34 PM	0:04:10
1904-2183	M1	8:37:33 AM	8:41:43 AM	0:04:10
1909-0571	M3	7:04:24 PM	7:08:34 PM	0:04:10
1909-2091	M3	12:59:03 AM	1:03:13 AM	0:04:10
1910-0350	M1	10:28:18 PM	10:32:28 PM	0:04:10
1910-1768	M3	2:45:42 PM	2:49:52 PM	0:04:10
1909-1049	M3	3:22:18 AM	3:26:27 AM	0:04:09
1902-1502	M3	11:24:55 AM	11:29:04 AM	0:04:09
1905-1276	M3	1:08:06 AM	1:12:15 AM	0:04:09
1907-3432	M2	4:58:55 PM	5:03:04 PM	0:04:09
1909-2207	M3	2:15:12 AM	2:19:21 AM	0:04:09
1911-0348	M2	12:43:21 PM	12:47:30 PM	0:04:09
1912-1736	M1	1:31:40 PM	1:35:49 PM	0:04:09
1901-2462	M1	8:52:53 PM	8:57:01 PM	0:04:08
1903-1417	M1	10:53:00 PM	10:57:08 PM	0:04:08
1908-1062	M3	6:00:00 PM	6:04:08 PM	0:04:08
1911-0616	M3	11:31:58 AM	11:36:06 AM	0:04:08
1907-0416	M2	1:06:21 PM	1:10:29 PM	0:04:08
1911-2104	M1	7:09:16 PM	7:13:24 PM	0:04:08
1910-2635	M2	11:32:06 PM	11:36:13 PM	0:04:07
1904-0738	M3	3:02:06 PM	3:06:13 PM	0:04:07
1907-0578	M1	2:15:01 AM	2:19:08 AM	0:04:07
1907-0792	M1	10:29:26 AM	10:33:33 AM	0:04:07
1908-0175	M2	3:01:42 PM	3:05:49 PM	0:04:07
1908-0221	M1	8:38:38 PM	8:42:45 PM	0:04:07
1908-2266	M3	1:14:26 PM	1:18:33 PM	0:04:07
1910-1196	M3	4:12:33 PM	4:16:40 PM	0:04:07
1912-1878	M1	5:06:43 PM	5:10:50 PM	0:04:07
1903-2196	M2	5:52:39 PM	5:56:45 PM	0:04:06
1906-1584	M1	11:20:41 PM	11:24:47 PM	0:04:06
1907-2100	M3	6:48:05 PM	6:52:11 PM	0:04:06
1912-2909	M3	3:04:33 PM	3:08:39 PM	0:04:06
1905-0481	M1	4:42:15 PM	4:46:21 PM	0:04:06
1905-0499	M3	10:17:41 PM	10:21:47 PM	0:04:06
1905-1202	M1	9:28:26 AM	9:32:32 AM	0:04:06
1911-0614	M1	11:31:33 AM	11:35:39 AM	0:04:06
1911-2579	M3	8:59:10 PM	9:03:16 PM	0:04:06
1902-1987	M3	8:27:03 AM	8:31:08 AM	0:04:05
1905-0401	M1	8:16:56 PM	8:21:01 PM	0:04:05
1905-1190	M3	5:35:13 AM	5:39:18 AM	0:04:05
1911-2285	M3	12:09:56 AM	12:14:01 AM	0:04:05
1911-2635	M3	6:16:07 PM	6:20:12 PM	0:04:05
1907-2174	M3	11:38:47 AM	11:42:51 AM	0:04:04
1901-1672	M1	12:12:20 PM	12:16:24 PM	0:04:04
1907-0696	M3	6:04:49 PM	6:08:53 PM	0:04:04
1907-2586	M1	8:04:17 PM	8:08:21 PM	0:04:04
1908-3316	M3	8:27:22 PM	8:31:26 PM	0:04:04
1910-2362	M1	7:52:33 PM	7:56:37 PM	0:04:04
1906-1622	M1	10:26:59 AM	10:31:02 AM	0:04:03
1908-0326	M3	1:53:07 PM	1:57:10 PM	0:04:03
1910-0949	M3	7:22:53 PM	7:26:56 PM	0:04:03
1911-2690	M3	9:57:39 AM	10:01:42 AM	0:04:03

1903-0088	M1	9:43:51 PM	9:47:53 PM	0:04:02
1906-2165	M1	4:46:59 AM	4:51:01 AM	0:04:02
1906-2496	M3	1:31:46 AM	1:35:48 AM	0:04:02
1906-3142	M3	11:16:11 AM	11:20:13 AM	0:04:02
1908-1803	M3	12:21:19 PM	12:25:21 PM	0:04:02
1910-2222	M2	9:02:35 PM	9:06:37 PM	0:04:02
1906-0861	M1	10:40:53 AM	10:44:54 AM	0:04:01
1908-1784	M3	9:43:12 AM	9:47:13 AM	0:04:01
1909-0135	M1	6:48:16 PM	6:52:17 PM	0:04:01
1912-2042	M3	10:08:01 AM	10:12:02 AM	0:04:01
1901-2080	M1	8:09:41 PM	8:13:42 PM	0:04:01
1903-1824	M1	1:10:22 PM	1:14:23 PM	0:04:01
1907-0674	M3	3:44:44 PM	3:48:45 PM	0:04:01
1911-1701	M3	9:24:42 AM	9:28:43 AM	0:04:01
1904-1614	M1	7:01:54 PM	7:05:54 PM	0:04:00
1908-0273	M3	1:51:55 AM	1:55:55 AM	0:04:00
1908-2425	M3	6:28:43 AM	6:32:43 AM	0:04:00
1909-0701	M3	9:51:21 PM	9:55:21 PM	0:04:00
1910-2487	M3	12:19:51 PM	12:23:51 PM	0:04:00
1910-2498	M2	2:07:02 PM	2:11:02 PM	0:04:00
1903-0839	M3	5:52:56 PM	5:56:56 PM	0:04:00
1908-0368	M1	8:21:47 PM	8:25:47 PM	0:04:00
1901-1423	M2	2:50:31 PM	2:54:30 PM	0:03:59
1905-0661	M1	10:13:01 PM	10:17:00 PM	0:03:59
1906-1558	M1	8:09:48 PM	8:13:47 PM	0:03:59
1909-0076	M2	1:37:07 PM	1:41:06 PM	0:03:59
1902-0073	M3	6:14:20 PM	6:18:18 PM	0:03:58
1902-2409	M3	10:26:51 PM	10:30:49 PM	0:03:58
1903-2838	M1	12:28:03 PM	12:32:01 PM	0:03:58
1905-1016	M3	1:46:24 AM	1:50:22 AM	0:03:58
1902-0101	M1	11:32:08 PM	11:36:06 PM	0:03:58
1903-0787	M2	11:32:43 AM	11:36:41 AM	0:03:58
1903-1761	M1	5:27:34 PM	5:31:32 PM	0:03:58
1908-0825	M3	7:35:58 PM	7:39:56 PM	0:03:58
1912-2124	M3	12:21:29 AM	12:25:27 AM	0:03:58
1912-2609	M2	1:58:23 PM	2:02:20 PM	0:03:57
1910-2572	M3	11:01:48 AM	11:05:45 AM	0:03:57
1901-0868	M1	2:39:20 AM	2:43:16 AM	0:03:56
1901-1264	M1	1:30:52 PM	1:34:48 PM	0:03:56
1905-1847	M1	9:50:57 PM	9:54:53 PM	0:03:56
1908-2721	M3	4:00:10 PM	4:04:06 PM	0:03:56
1911-0370	M1	5:25:54 PM	5:29:50 PM	0:03:56
1911-0715	M2	6:16:29 PM	6:20:25 PM	0:03:56
1904-0250	M3	7:30:43 PM	7:34:38 PM	0:03:55
1904-1391	M3	2:11:57 PM	2:15:52 PM	0:03:55
1904-2509	M3	10:58:51 AM	11:02:46 AM	0:03:55
1905-1258	M1	10:08:15 PM	10:12:10 PM	0:03:55
1901-2226	M1	6:02:29 PM	6:06:24 PM	0:03:55
1909-2273	M1	6:43:29 PM	6:47:24 PM	0:03:55
1910-1924	M2	8:54:06 PM	8:58:01 PM	0:03:55
1912-0852	M1	6:54:04 PM	6:57:59 PM	0:03:55
1901-1742	M3	8:26:59 AM	8:30:53 AM	0:03:54
1906-1463	M1	5:47:13 AM	5:51:07 AM	0:03:54
1907-0430	M2	2:03:01 PM	2:06:55 PM	0:03:54
1907-1027	M3	10:05:40 PM	10:09:34 PM	0:03:54
1908-1411	M2	7:03:10 PM	7:07:04 PM	0:03:54
1910-1929	M2	10:15:23 PM	10:19:17 PM	0:03:54
1904-1624	M2	8:57:16 PM	9:01:09 PM	0:03:53
1904-1716	M1	10:52:52 PM	10:56:45 PM	0:03:53
1904-1717	M3	10:58:49 PM	11:02:42 PM	0:03:53
1905-0125	M1	10:23:34 AM	10:27:27 AM	0:03:53
1907-0839	M2	3:02:42 PM	3:06:35 PM	0:03:53
1909-0495	M1	10:38:37 PM	10:42:30 PM	0:03:53
1910-0111	M1	9:57:58 AM	10:01:51 AM	0:03:53
1910-0752	M3	2:14:34 PM	2:18:27 PM	0:03:53
1911-0638	M1	3:56:23 PM	4:00:16 PM	0:03:53
1912-2104	M2	6:39:37 PM	6:43:30 PM	0:03:53
1907-3373	M1	6:12:54 AM	6:16:46 AM	0:03:52
1908-0140	M3	10:22:12 AM	10:26:04 AM	0:03:52
1911-1903	M1	4:48:11 PM	4:52:03 PM	0:03:52
1912-0587	M2	4:42:54 PM	4:46:46 PM	0:03:52
1912-0919	M1	12:17:01 PM	12:20:53 PM	0:03:52
1910-1663	M3	10:00:26 PM	10:04:18 PM	0:03:52
1911-2750	M2	9:39:46 PM	9:43:38 PM	0:03:52
1912-0584	M2	3:31:21 PM	3:35:13 PM	0:03:52

1901-1273	M3	2:14:40 PM	2:18:31 PM	0:03:51
1904-1675	M1	12:34:25 PM	12:38:16 PM	0:03:51
1905-1917	M1	7:30:43 PM	7:34:34 PM	0:03:51
1908-2983	M1	12:45:18 AM	12:49:09 AM	0:03:51
1910-2606	M1	5:22:06 PM	5:25:57 PM	0:03:51
1912-1584	M3	4:49:19 PM	4:53:10 PM	0:03:51
1902-2318	M1	8:40:57 AM	8:44:47 AM	0:03:50
1904-0199	M1	6:28:24 AM	6:32:14 AM	0:03:50
1911-0863	M3	8:32:47 AM	8:36:37 AM	0:03:50
1902-1171	M1	8:40:18 PM	8:44:08 PM	0:03:50
1909-2034	M1	11:01:53 AM	11:05:43 AM	0:03:50
1911-0359	M3	2:43:26 PM	2:47:16 PM	0:03:50
1902-0108	M3	1:04:21 AM	1:08:10 AM	0:03:49
1902-2030	M3	3:58:26 PM	4:02:15 PM	0:03:49
1903-1612	M3	10:33:14 PM	10:37:03 PM	0:03:49
1906-0253	M3	11:11:08 PM	11:14:57 PM	0:03:49
1908-0224	M2	8:45:33 PM	8:49:22 PM	0:03:49
1903-1194	M1	7:01:15 PM	7:05:03 PM	0:03:48
1908-2226	M2	8:34:34 PM	8:38:22 PM	0:03:48
1908-2590	M3	6:43:38 PM	6:47:26 PM	0:03:48
1911-0626	M2	1:21:01 PM	1:24:49 PM	0:03:48
1903-1885	M3	12:26:46 PM	12:30:34 PM	0:03:48
1910-0646	M1	9:47:18 AM	9:51:06 AM	0:03:48
1911-2565	M1	6:15:33 PM	6:19:21 PM	0:03:48
1904-0819	M3	9:07:44 PM	9:11:31 PM	0:03:47
1907-0874	M3	5:58:42 PM	6:02:29 PM	0:03:47
1909-2735	M3	11:01:08 PM	11:04:55 PM	0:03:47
1912-0074	M3	8:11:49 AM	8:15:36 AM	0:03:47
1908-0778	M1	2:48:51 PM	2:52:38 PM	0:03:47
1908-2093	M2	12:28:50 PM	12:32:37 PM	0:03:47
1912-2413	M1	8:48:30 PM	8:52:17 PM	0:03:47
1903-0085	M3	9:22:20 PM	9:26:06 PM	0:03:46
1903-2067	M3	11:29:45 AM	11:33:31 AM	0:03:46
1904-1822	M3	7:56:39 AM	8:00:25 AM	0:03:46
1908-0842	M3	10:08:26 PM	10:12:12 PM	0:03:46
1911-0878	M2	12:18:04 PM	12:21:50 PM	0:03:46
1907-2715	M3	6:11:06 PM	6:14:51 PM	0:03:45
1909-2714	M1	3:51:16 PM	3:55:01 PM	0:03:45
1901-0571	M1	9:36:46 AM	9:40:31 AM	0:03:45
1901-0827	M3	4:04:03 PM	4:07:48 PM	0:03:45
1902-2239	M1	3:27:58 PM	3:31:43 PM	0:03:45
1903-2298	M1	7:18:35 PM	7:22:20 PM	0:03:45
1906-1648	M2	2:24:28 PM	2:28:13 PM	0:03:45
1907-0740	M1	10:29:28 PM	10:33:13 PM	0:03:45
1908-3541	M2	4:54:31 PM	4:58:16 PM	0:03:45
1912-2101	M1	6:19:08 PM	6:22:53 PM	0:03:45
1902-1959	M3	7:30:31 PM	7:34:15 PM	0:03:44
1908-2027	M2	8:49:01 PM	8:52:45 PM	0:03:44
1909-2586	M1	12:09:59 PM	12:13:43 PM	0:03:44
1910-1051	M2	10:49:37 PM	10:53:21 PM	0:03:44
1912-1111	M2	3:34:33 PM	3:38:17 PM	0:03:44
1912-1641	M1	11:57:04 AM	12:00:48 PM	0:03:44
1912-2494	M3	3:17:04 PM	3:20:48 PM	0:03:44
1902-1826	M1	12:32:52 PM	12:36:36 PM	0:03:44
1910-1698	M3	11:25:06 AM	11:28:50 AM	0:03:44
1911-1507	M2	11:37:07 PM	11:40:51 PM	0:03:44
1907-0897	M1	7:59:31 PM	8:03:14 PM	0:03:43
1907-0897	M2	7:59:31 PM	8:03:14 PM	0:03:43
1902-1561	M3	7:23:05 PM	7:26:48 PM	0:03:43
1906-0750	M2	11:27:57 AM	11:31:40 AM	0:03:43
1907-1218	M3	9:28:16 PM	9:31:59 PM	0:03:43
1909-0085	M1	2:08:05 PM	2:11:48 PM	0:03:43
1909-0924	M1	10:41:52 PM	10:45:35 PM	0:03:43
1911-1228	M1	11:07:01 AM	11:10:44 AM	0:03:43
1912-0465	M3	2:29:39 AM	2:33:22 AM	0:03:43
1907-0095	M1	10:05:50 AM	10:09:32 AM	0:03:42
1907-2282	M1	8:47:32 AM	8:51:14 AM	0:03:42
1901-1702	M1	6:42:46 PM	6:46:28 PM	0:03:42
1905-2661	M3	10:57:11 PM	11:00:53 PM	0:03:42
1906-0657	M1	5:12:06 PM	5:15:48 PM	0:03:42
1908-2075	M3	7:59:28 AM	8:03:10 AM	0:03:42
1901-1429	M3	3:51:54 PM	3:55:35 PM	0:03:41
1902-1711	M3	11:57:04 AM	12:00:45 PM	0:03:41
1902-2710	M3	12:27:50 PM	12:31:31 PM	0:03:41
1905-2558	M1	7:21:09 PM	7:24:50 PM	0:03:41

1907-0138	M3	4:26:59 PM	4:30:40 PM	0:03:41
1907-0291	M1	5:33:57 PM	5:37:38 PM	0:03:41
1908-0929	M1	7:53:28 PM	7:57:09 PM	0:03:41
1909-0214	M1	9:48:36 AM	9:52:17 AM	0:03:41
1911-0678	M3	5:43:35 AM	5:47:16 AM	0:03:41
1907-2877	M3	7:38:46 AM	7:42:26 AM	0:03:40
1907-3600	M2	6:27:06 PM	6:30:46 PM	0:03:40
1908-0510	M3	7:58:13 PM	8:01:53 PM	0:03:40
1906-2950	M3	6:45:35 PM	6:49:15 PM	0:03:40
1907-0087	M3	5:40:53 AM	5:44:33 AM	0:03:40
1907-1722	M1	3:18:58 PM	3:22:38 PM	0:03:40
1907-2409	M2	12:14:35 PM	12:18:15 PM	0:03:40
1909-2756	M1	7:47:08 AM	7:50:48 AM	0:03:40
1910-0782	M2	10:31:59 PM	10:35:39 PM	0:03:40
1910-0782	M3	10:31:59 PM	10:35:39 PM	0:03:40
1911-0868	M1	10:14:40 AM	10:18:20 AM	0:03:40
1906-1142	M3	3:57:34 PM	4:01:13 PM	0:03:39
1911-2027	M2	10:34:00 PM	10:37:39 PM	0:03:39
1901-0967	M3	11:54:49 AM	11:58:27 AM	0:03:38
1905-2190	M2	2:01:52 PM	2:05:30 PM	0:03:38
1907-1690	M1	10:20:09 AM	10:23:47 AM	0:03:38
1908-2479	M2	6:11:39 PM	6:15:17 PM	0:03:38
1910-1533	M3	1:21:34 PM	1:25:12 PM	0:03:38
1912-0240	M1	7:49:29 AM	7:53:07 AM	0:03:38
1912-0706	M1	2:30:55 AM	2:34:33 AM	0:03:38
1912-2089	M2	4:37:57 PM	4:41:35 PM	0:03:38
1912-2791	M1	8:31:35 PM	8:35:13 PM	0:03:38
1906-0691	M1	10:14:53 PM	10:18:30 PM	0:03:37
1907-1712	M1	2:13:28 PM	2:17:05 PM	0:03:37
1908-0531	M3	10:18:47 PM	10:22:24 PM	0:03:37
1908-0663	M3	9:15:05 AM	9:18:42 AM	0:03:37
1902-1610	M1	11:31:44 AM	11:35:21 AM	0:03:37
1903-1509	M3	11:35:48 PM	11:39:25 PM	0:03:37
1905-0049	M1	4:46:51 PM	4:50:28 PM	0:03:37
1906-2935	M3	3:45:30 PM	3:49:07 PM	0:03:37
1907-3246	M1	9:14:23 AM	9:18:00 AM	0:03:37
1907-3453	M1	7:23:33 PM	7:27:10 PM	0:03:37
1908-3075	M3	8:37:38 PM	8:41:15 PM	0:03:37
1910-0761	M1	4:11:56 PM	4:15:33 PM	0:03:37
1911-0457	M1	4:56:29 PM	5:00:06 PM	0:03:37
1911-0917	M1	10:13:47 PM	10:17:24 PM	0:03:37
1911-1755	M2	8:21:52 PM	8:25:29 PM	0:03:37
1903-1359	M3	1:04:05 PM	1:07:41 PM	0:03:36
1904-2543	M1	6:35:03 PM	6:38:39 PM	0:03:36
1905-2462	M2	1:13:05 PM	1:16:41 PM	0:03:36
1906-1742	M2	4:07:22 PM	4:10:58 PM	0:03:36
1906-2138	M2	10:32:16 PM	10:35:52 PM	0:03:36
1907-2689	M2	1:53:55 PM	1:57:31 PM	0:03:36
1911-0578	M3	9:35:53 PM	9:39:29 PM	0:03:36
1912-2516	M1	5:35:21 PM	5:38:57 PM	0:03:36
1905-0033	M3	11:29:11 AM	11:32:47 AM	0:03:36
1910-0657	M3	11:04:29 AM	11:08:05 AM	0:03:36
1912-0500	M1	3:50:37 PM	3:54:13 PM	0:03:36
1901-2701	M3	6:40:42 PM	6:44:17 PM	0:03:35
1903-1299	M1	8:28:51 PM	8:32:26 PM	0:03:35
1904-0614	M2	6:21:12 PM	6:24:47 PM	0:03:35
1904-2022	M1	3:22:39 PM	3:26:14 PM	0:03:35
1905-0019	M3	7:39:37 AM	7:43:12 AM	0:03:35
1905-1073	M2	6:56:36 PM	7:00:11 PM	0:03:35
1906-1746	M1	5:10:42 PM	5:14:17 PM	0:03:35
1907-2637	M3	3:16:26 AM	3:20:01 AM	0:03:35
1908-0721	M1	9:02:41 PM	9:06:16 PM	0:03:35
1909-1967	M2	4:16:19 PM	4:19:54 PM	0:03:35
1912-2065	M3	2:34:58 PM	2:38:33 PM	0:03:35
1903-0095	M3	10:43:40 PM	10:47:14 PM	0:03:34
1912-2311	M1	1:19:25 AM	1:22:59 AM	0:03:34
1903-2634	M3	7:19:42 PM	7:23:16 PM	0:03:34
1905-2648	M1	8:36:23 PM	8:39:57 PM	0:03:34
1906-2510	M1	9:45:00 AM	9:48:34 AM	0:03:34
1907-3622	M1	9:54:07 PM	9:57:41 PM	0:03:34
1909-0471	M1	5:16:48 PM	5:20:22 PM	0:03:34
1910-0448	M3	8:26:45 PM	8:30:19 PM	0:03:34
1911-0774	M1	10:50:53 AM	10:54:27 AM	0:03:34
1911-2440	M1	12:25:20 PM	12:28:54 PM	0:03:34
1902-2038	M1	4:50:53 PM	4:54:26 PM	0:03:33

1905-2288	M3	9:18:15 AM	9:21:48 AM	0:03:33
1905-2895	M1	11:51:02 AM	11:54:35 AM	0:03:33
1910-2152	M3	4:34:35 AM	4:38:08 AM	0:03:33
1912-0880	M1	11:59:28 PM	12:03:01 AM	0:03:33
1901-0335	M1	9:49:41 PM	9:53:14 PM	0:03:33
1901-1413	M3	2:06:30 PM	2:10:03 PM	0:03:33
1904-1792	M3	4:47:46 PM	4:51:19 PM	0:03:33
1907-3242	M3	8:49:40 AM	8:53:13 AM	0:03:33
1904-0291	M1	11:58:33 AM	12:02:05 PM	0:03:32
1903-0670	M3	9:47:36 AM	9:51:08 AM	0:03:32
1903-1581	M2	2:41:45 PM	2:45:17 PM	0:03:32
1905-1936	M1	9:39:44 PM	9:43:16 PM	0:03:32
1906-1762	M2	9:24:50 PM	9:28:22 PM	0:03:32
1906-2681	M3	2:09:29 AM	2:13:01 AM	0:03:32
1907-1282	M3	3:38:33 PM	3:42:05 PM	0:03:32
1907-3922	M1	8:21:38 PM	8:25:10 PM	0:03:32
1909-1840	M2	10:52:39 PM	10:56:11 PM	0:03:32
1905-1127	M3	1:26:22 PM	1:29:53 PM	0:03:31
1908-0676	M2	12:22:24 PM	12:25:55 PM	0:03:31
1910-2591	M2	2:07:44 PM	2:11:15 PM	0:03:31
1911-0129	M3	9:35:16 AM	9:38:47 AM	0:03:31
1906-2720	M3	1:44:19 PM	1:47:50 PM	0:03:31
1908-1988	M2	5:01:47 PM	5:05:18 PM	0:03:31
1907-2576	M3	6:22:30 PM	6:26:00 PM	0:03:30
1907-3535	M3	9:05:20 AM	9:08:50 AM	0:03:30
1910-0683	M3	3:21:43 PM	3:25:13 PM	0:03:30
1912-2339	M1	11:57:31 AM	12:01:01 PM	0:03:30
1904-1219	M1	11:44:40 AM	11:48:09 AM	0:03:29
1904-1238	M1	4:12:20 PM	4:15:49 PM	0:03:29
1906-0234	M3	6:36:22 PM	6:39:51 PM	0:03:29
1908-1407	M3	6:45:41 PM	6:49:10 PM	0:03:29
1908-2613	M3	8:59:53 PM	9:03:22 PM	0:03:29
1909-2764	M1	10:10:57 AM	10:14:26 AM	0:03:29
1910-2179	M1	2:15:04 PM	2:18:33 PM	0:03:29
1912-2008	M3	12:23:21 AM	12:26:50 AM	0:03:29
1905-1574	M3	8:19:21 AM	8:22:49 AM	0:03:28
1907-2004	M2	9:03:08 PM	9:06:36 PM	0:03:28
1909-0374	M1	4:07:33 PM	4:11:01 PM	0:03:28
1909-1414	M1	5:21:54 PM	5:25:22 PM	0:03:28
1909-1687	M1	8:57:42 AM	9:01:10 AM	0:03:28
1910-0079	M2	8:25:28 PM	8:28:56 PM	0:03:28
1911-0286	M2	4:14:18 PM	4:17:46 PM	0:03:28
1912-0325	M1	9:00:48 AM	9:04:16 AM	0:03:28
1904-0485	M1	10:53:30 AM	10:56:58 AM	0:03:28
1905-2556	M1	6:38:58 PM	6:42:26 PM	0:03:28
1907-2678	M2	12:20:00 PM	12:23:28 PM	0:03:28
1906-2731	M2	3:01:57 PM	3:05:24 PM	0:03:27
1903-0812	M1	2:11:33 PM	2:15:00 PM	0:03:27
1905-2927	M3	4:25:26 PM	4:28:53 PM	0:03:27
1908-1161	M1	1:27:25 PM	1:30:52 PM	0:03:27
1908-2683	M1	12:17:42 PM	12:21:09 PM	0:03:27
1909-0581	M3	10:52:50 PM	10:56:17 PM	0:03:27
1909-2890	M3	4:50:02 PM	4:53:29 PM	0:03:27
1905-1528	M3	6:06:34 PM	6:10:00 PM	0:03:26
1908-2238	M1	11:26:25 PM	11:29:51 PM	0:03:26
1903-0015	M3	8:24:52 AM	8:28:18 AM	0:03:26
1907-2333	M1	7:13:17 PM	7:16:43 PM	0:03:26
1911-0372	M2	5:49:21 PM	5:52:47 PM	0:03:26
1904-0342	M3	8:52:46 PM	8:56:11 PM	0:03:25
1905-0756	M1	11:16:16 PM	11:19:41 PM	0:03:25
1905-0837	M3	10:59:05 PM	11:02:30 PM	0:03:25
1908-0828	M1	7:44:26 PM	7:47:51 PM	0:03:25
1908-1856	M2	7:31:50 PM	7:35:15 PM	0:03:25
1908-2202	M1	3:49:58 PM	3:53:23 PM	0:03:25
1911-0002	M1	12:00:49 AM	12:04:14 AM	0:03:25
1905-2484	M2	5:30:26 PM	5:33:51 PM	0:03:25
1910-2396	M3	9:13:01 AM	9:16:26 AM	0:03:25
1903-1075	M2	1:57:30 PM	2:00:54 PM	0:03:24
1901-0149	M3	6:31:26 AM	6:34:50 AM	0:03:24
1901-0415	M1	5:14:36 PM	5:18:00 PM	0:03:24
1902-0570	M3	1:40:02 PM	1:43:26 PM	0:03:24
1902-2155	M3	6:36:32 PM	6:39:56 PM	0:03:24
1905-0982	M3	7:03:15 PM	7:06:39 PM	0:03:24
1906-0902	M3	8:41:40 PM	8:45:04 PM	0:03:24
1907-2225	M1	7:47:00 PM	7:50:24 PM	0:03:24

1907-3012	M3	1:11:42 PM	1:15:06 PM	0:03:24
1910-0618	M3	5:09:05 PM	5:12:29 PM	0:03:24
1910-1429	M3	8:43:58 AM	8:47:22 AM	0:03:24
1911-2317	M3	10:43:03 AM	10:46:27 AM	0:03:24
1906-0499	M1	10:22:52 AM	10:26:15 AM	0:03:23
1912-1308	M1	4:40:34 PM	4:43:57 PM	0:03:23
1912-1324	M3	12:19:37 AM	12:23:00 AM	0:03:23
1901-2685	M3	12:48:46 PM	12:52:09 PM	0:03:23
1905-0512	M1	8:44:09 AM	8:47:32 AM	0:03:23
1912-2586	M2	7:45:50 AM	7:49:13 AM	0:03:23
1912-2783	M3	7:51:40 PM	7:55:03 PM	0:03:23
1901-0895	M3	11:25:41 AM	11:29:03 AM	0:03:22
1905-2216	M3	5:48:09 PM	5:51:31 PM	0:03:22
1905-2818	M1	6:43:22 PM	6:46:44 PM	0:03:22
1906-1068	M1	8:11:54 PM	8:15:16 PM	0:03:22
1907-0511	M3	8:27:54 PM	8:31:16 PM	0:03:22
1909-0670	M1	5:30:05 PM	5:33:27 PM	0:03:22
1909-0670	M3	5:30:05 PM	5:33:27 PM	0:03:22
1910-1942	M1	1:14:58 AM	1:18:20 AM	0:03:22
1912-1077	M3	4:53:53 AM	4:57:15 AM	0:03:22
1908-1621	M2	7:25:35 PM	7:28:57 PM	0:03:22
1909-2806	M3	5:33:27 PM	5:36:48 PM	0:03:21
1901-1769	M1	2:29:29 PM	2:32:50 PM	0:03:21
1901-2366	M3	3:00:35 AM	3:03:56 AM	0:03:21
1903-0062	M1	4:09:48 PM	4:13:09 PM	0:03:21
1903-0521	M3	5:33:04 PM	5:36:25 PM	0:03:21
1903-1416	M3	10:34:35 PM	10:37:56 PM	0:03:21
1907-0488	M1	6:27:32 PM	6:30:53 PM	0:03:21
1908-2603	M1	8:24:28 PM	8:27:49 PM	0:03:21
1908-3439	M2	10:30:57 PM	10:34:18 PM	0:03:21
1909-0952	M1	7:49:38 AM	7:52:59 AM	0:03:21
1901-0727	M3	12:08:36 PM	12:11:56 PM	0:03:20
1901-2396	M1	10:14:39 AM	10:17:59 AM	0:03:20
1908-0369	M3	8:22:09 PM	8:25:29 PM	0:03:20
1909-0318	M1	2:42:31 AM	2:45:51 AM	0:03:20
1909-0775	M3	4:11:05 PM	4:14:25 PM	0:03:20
1909-1514	M3	1:31:31 PM	1:34:51 PM	0:03:20
1912-1262	M1	8:49:06 AM	8:52:26 AM	0:03:20
1912-2721	M2	1:02:01 PM	1:05:21 PM	0:03:20
1907-0866	M3	5:19:57 PM	5:23:17 PM	0:03:20
1907-2031	M1	7:12:54 AM	7:16:14 AM	0:03:20
1909-1365	M1	9:48:49 AM	9:52:09 AM	0:03:20
1911-0886	M3	2:23:05 PM	2:26:25 PM	0:03:20
1907-2908	M3	12:52:02 PM	12:55:21 PM	0:03:19
1911-2064	M3	10:07:46 AM	10:11:05 AM	0:03:19
1905-1751	M3	8:16:49 PM	8:20:07 PM	0:03:18
1908-2417	M1	12:54:19 AM	12:57:37 AM	0:03:18
1902-2609	M3	10:08:16 AM	10:11:34 AM	0:03:18
1905-0906	M3	6:20:16 PM	6:23:34 PM	0:03:18
1906-0062	M1	6:58:06 PM	7:01:24 PM	0:03:18
1907-0628	M1	11:37:22 AM	11:40:40 AM	0:03:18
1907-1894	M1	10:26:10 PM	10:29:28 PM	0:03:18
1909-0995	M2	12:36:43 PM	12:40:01 PM	0:03:18
1910-1905	M2	1:10:01 PM	1:13:19 PM	0:03:18
1901-2060	M3	4:02:40 PM	4:05:57 PM	0:03:17
1901-2862	M3	4:28:45 PM	4:32:02 PM	0:03:17
1905-0708	M1	1:07:19 PM	1:10:36 PM	0:03:17
1906-2256	M2	6:29:56 PM	6:33:13 PM	0:03:17
1907-3687	M3	2:55:06 PM	2:58:23 PM	0:03:17
1908-0149	M2	11:49:34 AM	11:52:51 AM	0:03:17
1911-1234	M3	12:08:58 PM	12:12:15 PM	0:03:17
1907-0620	M3	10:51:02 AM	10:54:19 AM	0:03:17
1908-0306	M2	10:30:44 AM	10:34:01 AM	0:03:17
1908-2866	M1	11:10:43 PM	11:14:00 PM	0:03:17
1903-0055	M3	3:16:31 PM	3:19:47 PM	0:03:16
1901-0277	M1	11:54:27 AM	11:57:43 AM	0:03:16
1905-2569	M3	10:48:56 PM	10:52:12 PM	0:03:16
1907-1730	M1	4:34:48 PM	4:38:04 PM	0:03:16
1907-3006	M1	11:57:44 AM	12:01:00 PM	0:03:16
1908-2695	M1	1:45:52 PM	1:49:08 PM	0:03:16
1911-0373	M3	6:51:37 PM	6:54:53 PM	0:03:16
1911-1428	M1	8:55:20 AM	8:58:36 AM	0:03:16
1911-1900	M3	4:19:03 PM	4:22:19 PM	0:03:16
1902-2063	M1	7:23:11 PM	7:26:26 PM	0:03:15
1906-0503	M3	10:43:58 AM	10:47:13 AM	0:03:15

1908-1874	M1	9:33:20 PM	9:36:35 PM	0:03:15
1909-2370	M1	9:14:06 PM	9:17:21 PM	0:03:15
1910-2394	M1	8:58:09 AM	9:01:24 AM	0:03:15
1911-0301	M3	8:09:04 PM	8:12:19 PM	0:03:15
1904-1424	M3	10:15:51 PM	10:19:06 PM	0:03:15
1907-1953	M1	1:56:57 PM	2:00:12 PM	0:03:15
1907-3011	M2	12:33:08 PM	12:36:23 PM	0:03:15
1910-2507	M1	4:23:04 PM	4:26:19 PM	0:03:15
1903-0985	M1	10:30:54 AM	10:34:08 AM	0:03:14
1908-3306	M3	7:14:52 PM	7:18:06 PM	0:03:14
1911-0645	M3	5:49:52 PM	5:53:06 PM	0:03:14
1912-0842	M3	3:58:42 PM	4:01:56 PM	0:03:14
1903-1349	M1	11:47:12 AM	11:50:26 AM	0:03:14
1904-0179	M3	8:50:07 PM	8:53:21 PM	0:03:14
1911-2696	M3	11:14:18 AM	11:17:32 AM	0:03:14
1909-0976	M1	10:55:02 AM	10:58:15 AM	0:03:13
1904-1847	M1	12:20:30 PM	12:23:43 PM	0:03:13
1904-2281	M1	7:48:49 PM	7:52:02 PM	0:03:13
1906-2559	M1	9:00:13 PM	9:03:26 PM	0:03:13
1909-1723	M1	3:04:39 PM	3:07:52 PM	0:03:13
1912-0076	M1	8:19:26 AM	8:22:39 AM	0:03:13
1912-1000	M3	10:04:48 AM	10:08:01 AM	0:03:13
1903-1244	M1	11:03:50 AM	11:07:02 AM	0:03:12
1905-0324	M3	7:32:06 AM	7:35:18 AM	0:03:12
1909-1740	M3	7:35:47 PM	7:38:59 PM	0:03:12
1903-2328	M1	9:02:02 AM	9:05:13 AM	0:03:11
1908-3542	M1	5:02:32 PM	5:05:43 PM	0:03:11
1909-0382	M3	5:17:13 PM	5:20:24 PM	0:03:11
1911-0441	M2	2:00:07 PM	2:03:18 PM	0:03:11
1901-1158	M3	12:40:11 PM	12:43:21 PM	0:03:10
1905-1474	M1	9:24:17 AM	9:27:27 AM	0:03:10
1907-3038	M2	5:36:30 PM	5:39:40 PM	0:03:10
1909-1373	M3	11:34:10 AM	11:37:20 AM	0:03:10
1909-2917	M1	9:58:23 PM	10:01:33 PM	0:03:10
1905-1901	M1	4:10:34 PM	4:13:44 PM	0:03:10
1906-0665	M3	5:56:09 PM	5:59:19 PM	0:03:10
1901-2503	M3	10:14:43 AM	10:17:52 AM	0:03:09
1902-1371	M3	9:20:13 AM	9:23:22 AM	0:03:09
1908-2491	M3	7:54:33 PM	7:57:42 PM	0:03:09
1909-1297	M2	1:55:16 PM	1:58:25 PM	0:03:09
1912-1372	M1	2:47:17 PM	2:50:26 PM	0:03:09
1902-0274	M1	4:00:42 PM	4:03:50 PM	0:03:08
1903-0773	M1	10:09:53 AM	10:13:01 AM	0:03:08
1903-1497	M1	7:22:41 PM	7:25:49 PM	0:03:08
1903-2039	M3	12:54:55 AM	12:58:03 AM	0:03:08
1903-2304	M1	9:43:19 PM	9:46:27 PM	0:03:08
1904-2364	M1	4:56:45 PM	4:59:53 PM	0:03:08
1904-2642	M3	10:16:43 PM	10:19:51 PM	0:03:08
1906-0439	M1	6:06:44 PM	6:09:52 PM	0:03:08
1907-0858	M2	4:53:16 PM	4:56:24 PM	0:03:08
1907-2061	M1	1:46:18 PM	1:49:26 PM	0:03:08
1908-0819	M1	6:42:23 PM	6:45:31 PM	0:03:08
1910-0436	M1	5:54:22 PM	5:57:30 PM	0:03:08
1910-2057	M1	11:07:10 AM	11:10:18 AM	0:03:08
1911-0576	M2	8:32:22 PM	8:35:30 PM	0:03:08
1911-1565	M2	4:53:15 PM	4:56:23 PM	0:03:08
1903-1235	M3	9:28:06 AM	9:31:13 AM	0:03:07
1903-2144	M3	7:48:52 AM	7:51:59 AM	0:03:07
1910-1530	M1	12:50:36 PM	12:53:43 PM	0:03:07
1907-2454	M2	7:13:58 PM	7:17:05 PM	0:03:07
1907-2946	M1	7:16:56 PM	7:20:03 PM	0:03:07
1908-2690	M2	1:05:49 PM	1:08:56 PM	0:03:07
1901-0034	M3	6:41:56 AM	6:45:02 AM	0:03:06
1903-1305	M3	8:55:25 PM	8:58:31 PM	0:03:06
1904-1611	M3	6:26:35 PM	6:29:41 PM	0:03:06
1908-1166	M2	1:45:33 PM	1:48:39 PM	0:03:06
1908-3544	M3	5:10:28 PM	5:13:34 PM	0:03:06
1910-1759	M1	11:45:13 AM	11:48:19 AM	0:03:06
1910-1954	M3	9:01:56 AM	9:05:02 AM	0:03:06
1910-2329	M3	8:42:22 AM	8:45:28 AM	0:03:06
1906-0147	M3	4:50:33 PM	4:53:39 PM	0:03:06
1911-0728	M3	7:34:03 PM	7:37:09 PM	0:03:06
1906-2314	M1	8:17:35 AM	8:20:40 AM	0:03:05
1901-1680	M3	12:45:24 PM	12:48:29 PM	0:03:05
1905-1259	M3	10:12:36 PM	10:15:41 PM	0:03:05

1905-1539	M1	8:52:47 PM	8:55:52 PM	0:03:05
1908-0339	M3	4:25:28 PM	4:28:33 PM	0:03:05
1910-1136	M1	10:31:32 PM	10:34:37 PM	0:03:05
1910-1283	M2	4:09:04 PM	4:12:09 PM	0:03:05
1911-2615	M1	12:42:52 PM	12:45:57 PM	0:03:05
1902-2386	M3	6:13:48 PM	6:16:52 PM	0:03:04
1905-2943	M3	6:57:03 PM	7:00:07 PM	0:03:04
1908-1819	M2	1:32:35 PM	1:35:39 PM	0:03:04
1908-1819	M3	1:32:35 PM	1:35:39 PM	0:03:04
1909-2706	M1	3:28:35 PM	3:31:39 PM	0:03:04
1911-0920	M1	11:01:11 PM	11:04:15 PM	0:03:04
1912-0814	M3	1:01:00 PM	1:04:04 PM	0:03:04
1905-0178	M3	7:41:16 PM	7:44:20 PM	0:03:04
1905-1609	M1	12:48:17 PM	12:51:21 PM	0:03:04
1910-0530	M3	7:54:45 PM	7:57:49 PM	0:03:04
1910-0905	M3	10:03:56 AM	10:07:00 AM	0:03:04
1903-0447	M1	9:25:45 PM	9:28:48 PM	0:03:03
1903-1205	M3	7:55:44 PM	7:58:47 PM	0:03:03
1905-0410	M1	9:31:07 PM	9:34:10 PM	0:03:03
1907-1822	M3	9:51:59 AM	9:55:02 AM	0:03:03
1910-1235	M3	7:02:38 AM	7:05:41 AM	0:03:03
1903-0050	M1	2:33:05 PM	2:36:07 PM	0:03:02
1905-2351	M1	5:29:13 PM	5:32:15 PM	0:03:02
1906-0122	M3	9:11:07 AM	9:14:09 AM	0:03:02
1906-1760	M3	8:45:07 PM	8:48:09 PM	0:03:02
1907-3418	M3	2:37:07 PM	2:40:09 PM	0:03:02
1908-1275	M3	11:50:46 AM	11:53:48 AM	0:03:02
1908-1736	M3	9:49:27 PM	9:52:29 PM	0:03:02
1910-1211	M2	7:04:24 PM	7:07:26 PM	0:03:02
1911-1085	M3	4:00:15 PM	4:03:17 PM	0:03:02
1911-1880	M3	12:26:27 PM	12:29:29 PM	0:03:02
1912-2119	M2	11:29:16 PM	11:32:18 PM	0:03:02
1903-1104	M1	7:52:52 PM	7:55:53 PM	0:03:01
1903-1104	M3	7:52:52 PM	7:55:53 PM	0:03:01
1905-0570	M1	7:55:13 AM	7:58:14 AM	0:03:01
1905-2177	M1	12:04:18 PM	12:07:19 PM	0:03:01
1907-0708	M3	7:35:28 PM	7:38:29 PM	0:03:01
1909-1880	M1	12:22:17 PM	12:25:18 PM	0:03:01
1909-1959	M1	2:16:23 PM	2:19:24 PM	0:03:01
1910-1118	M2	7:09:03 PM	7:12:04 PM	0:03:01
1910-2354	M3	5:43:08 PM	5:46:09 PM	0:03:01
1912-1666	M1	5:13:14 PM	5:16:15 PM	0:03:01
1904-0710	M3	10:32:13 PM	10:35:14 PM	0:03:01
1906-0383	M2	10:33:39 AM	10:36:40 AM	0:03:01
1907-3325	M3	8:54:14 PM	8:57:15 PM	0:03:01
1907-3630	M3	11:44:36 PM	11:47:37 PM	0:03:01
1912-0134	M2	7:43:55 PM	7:46:56 PM	0:03:01
1902-0706	M3	10:41:04 PM	10:44:04 PM	0:03:00
1909-1696	M3	9:46:43 AM	9:49:43 AM	0:03:00
1912-0570	M1	12:28:08 PM	12:31:08 PM	0:03:00
1901-1205	M3	9:12:13 PM	9:15:12 PM	0:02:59
1903-1396	M1	6:10:20 PM	6:13:19 PM	0:02:59
1903-2766	M3	9:42:05 PM	9:45:04 PM	0:02:59
1908-1302	M1	4:43:50 PM	4:46:49 PM	0:02:59
1909-2593	M1	1:51:27 PM	1:54:26 PM	0:02:59
1901-0952	M3	7:48:00 AM	7:50:58 AM	0:02:58
1901-2158	M1	8:57:53 PM	9:00:51 PM	0:02:58
1904-0339	M1	7:47:02 PM	7:50:00 PM	0:02:58
1905-0866	M3	11:31:15 AM	11:34:13 AM	0:02:58
1906-1816	M2	1:55:02 PM	1:58:00 PM	0:02:58
1908-2248	M1	7:32:00 AM	7:34:58 AM	0:02:58
1909-0339	M3	10:10:35 AM	10:13:33 AM	0:02:58
1903-1444	M1	10:53:26 AM	10:56:23 AM	0:02:57
1906-2859	M3	7:49:17 PM	7:52:14 PM	0:02:57
1907-2331	M3	6:16:28 PM	6:19:25 PM	0:02:57
1909-2768	M1	10:57:43 AM	11:00:40 AM	0:02:57
1908-2897	M1	9:08:06 AM	9:11:02 AM	0:02:56
1909-2572	M3	10:19:20 AM	10:22:16 AM	0:02:56
1912-1269	M1	9:32:13 AM	9:35:09 AM	0:02:56
1907-2997	M3	10:58:47 AM	11:01:43 AM	0:02:56
1901-2541	M3	6:51:40 PM	6:54:35 PM	0:02:55
1902-2761	M1	8:08:10 PM	8:11:05 PM	0:02:55
1904-1998	M3	9:49:59 AM	9:52:54 AM	0:02:55
1905-0485	M3	5:27:24 PM	5:30:19 PM	0:02:55
1905-1064	M3	3:31:17 PM	3:34:12 PM	0:02:55

1908-2367	M2	1:33:46 PM	1:36:41 PM	0:02:55
1910-0200	M2	1:12:17 PM	1:15:12 PM	0:02:55
1907-3878	M2	12:29:28 PM	12:32:23 PM	0:02:55
1901-0173	M3	11:38:47 AM	11:41:41 AM	0:02:54
1906-1055	M1	6:07:23 PM	6:10:17 PM	0:02:54
1909-2180	M3	7:06:41 PM	7:09:35 PM	0:02:54
1912-2893	M3	1:05:52 PM	1:08:46 PM	0:02:54
1911-1533	M1	8:18:40 AM	8:21:34 AM	0:02:54
1901-0466	M3	9:25:17 AM	9:28:10 AM	0:02:53
1903-1636	M3	9:55:16 AM	9:58:09 AM	0:02:53
1907-3194	M3	7:57:18 PM	8:00:11 PM	0:02:53
1908-2759	M1	9:19:30 PM	9:22:23 PM	0:02:53
1909-0864	M3	10:30:50 AM	10:33:43 AM	0:02:53
1902-2034	M1	4:31:43 PM	4:34:36 PM	0:02:53
1904-1933	M3	2:59:07 PM	3:02:00 PM	0:02:53
1901-0457	M3	7:12:17 AM	7:15:09 AM	0:02:52
1901-0756	M1	5:25:19 PM	5:28:11 PM	0:02:52
1906-0717	M1	5:03:04 AM	5:05:56 AM	0:02:52
1909-2123	M3	12:20:36 PM	12:23:28 PM	0:02:52
1904-1129	M1	9:18:33 AM	9:21:24 AM	0:02:51
1905-1598	M2	10:53:28 AM	10:56:19 AM	0:02:51
1904-1556	M1	4:12:07 AM	4:14:58 AM	0:02:51
1906-1802	M1	12:30:46 PM	12:33:37 PM	0:02:51
1912-2328	M2	10:10:09 AM	10:13:00 AM	0:02:51
1903-1889	M1	1:07:36 PM	1:10:26 PM	0:02:50
1906-0947	M1	1:04:14 PM	1:07:04 PM	0:02:50
1907-0268	M3	3:24:45 PM	3:27:35 PM	0:02:50
1907-1293	M1	6:57:14 PM	7:00:04 PM	0:02:50
1909-2688	M3	12:17:10 PM	12:20:00 PM	0:02:50
1910-0830	M3	10:18:32 AM	10:21:22 AM	0:02:50
1911-0717	M1	6:23:59 PM	6:26:49 PM	0:02:50
1909-2001	M1	11:23:43 PM	11:26:33 PM	0:02:50
1901-2085	M3	10:24:29 PM	10:27:18 PM	0:02:49
1903-2860	M2	4:56:07 PM	4:58:56 PM	0:02:49
1905-2502	M1	9:18:38 PM	9:21:27 PM	0:02:49
1906-0464	M1	10:01:08 PM	10:03:57 PM	0:02:49
1906-0667	M1	6:05:37 PM	6:08:26 PM	0:02:49
1908-1971	M3	2:24:55 PM	2:27:44 PM	0:02:49
1908-2549	M1	12:16:28 PM	12:19:17 PM	0:02:49
1902-0691	M1	5:49:59 PM	5:52:47 PM	0:02:48
1904-0514	M2	3:55:50 PM	3:58:38 PM	0:02:48
1908-2297	M1	5:59:59 PM	6:02:47 PM	0:02:48
1909-1725	M2	3:38:45 PM	3:41:33 PM	0:02:48
1901-0763	M3	7:10:03 PM	7:12:50 PM	0:02:47
1901-2832	M3	11:51:05 AM	11:53:52 AM	0:02:47
1903-2169	M3	12:14:34 PM	12:17:21 PM	0:02:47
1903-2396	M1	7:49:54 AM	7:52:41 AM	0:02:47
1906-0024	M2	10:58:16 AM	11:01:03 AM	0:02:47
1907-2346	M3	8:38:00 PM	8:40:47 PM	0:02:47
1910-1341	M3	9:21:24 AM	9:24:11 AM	0:02:47
1903-2165	M2	11:42:09 AM	11:44:55 AM	0:02:46
1909-0801	M3	8:33:08 PM	8:35:54 PM	0:02:46
1909-1041	M2	9:26:33 PM	9:29:19 PM	0:02:46
1909-1944	M1	12:02:41 PM	12:05:27 PM	0:02:46
1901-2182	M3	10:00:22 AM	10:03:07 AM	0:02:45
1905-0457	M2	12:27:47 PM	12:30:32 PM	0:02:45
1906-2183	M3	8:55:14 AM	8:57:59 AM	0:02:45
1906-2206	M1	11:21:29 AM	11:24:14 AM	0:02:45
1910-1079	M3	9:38:53 AM	9:41:38 AM	0:02:45
1910-2475	M1	10:24:02 AM	10:26:47 AM	0:02:45
1904-0328	M3	5:41:11 PM	5:43:56 PM	0:02:45
1906-1498	M3	12:24:18 PM	12:27:03 PM	0:02:45
1909-2776	M3	12:33:22 PM	12:36:07 PM	0:02:45
1912-0353	M1	2:47:06 PM	2:49:51 PM	0:02:45
1912-0511	M3	5:41:54 PM	5:44:39 PM	0:02:45
1901-1296	M2	4:32:15 PM	4:34:59 PM	0:02:44
1901-1331	M1	8:58:20 AM	9:01:04 AM	0:02:44
1903-2203	M3	7:28:34 PM	7:31:18 PM	0:02:44
1907-3155	M3	2:41:09 PM	2:43:53 PM	0:02:44
1907-3868	M1	10:01:18 AM	10:04:02 AM	0:02:44
1908-2712	M1	3:25:19 PM	3:28:03 PM	0:02:44
1909-1326	M2	5:35:56 PM	5:38:40 PM	0:02:44
1912-0160	M1	9:03:33 AM	9:06:17 AM	0:02:44
1907-0947	M3	7:56:42 AM	7:59:25 AM	0:02:43
1912-0439	M1	7:19:25 PM	7:22:08 PM	0:02:43

1905-2913	M2	2:42:43 PM	2:45:26 PM	0:02:43
1906-0616	M1	11:47:11 AM	11:49:54 AM	0:02:43
1907-1351	M1	9:45:14 AM	9:47:57 AM	0:02:43
1907-3347	M3	12:38:47 AM	12:41:30 AM	0:02:43
1908-0212	M1	7:51:26 PM	7:54:09 PM	0:02:43
1908-2580	M3	5:12:19 PM	5:15:02 PM	0:02:43
1903-2549	M3	9:29:51 PM	9:32:33 PM	0:02:42
1903-2814	M2	9:57:39 AM	10:00:21 AM	0:02:42
1907-1367	M2	12:49:00 PM	12:51:42 PM	0:02:42
1908-0146	M1	11:40:49 AM	11:43:31 AM	0:02:42
1911-1095	M1	6:18:50 PM	6:21:32 PM	0:02:42
1905-1479	M2	11:15:32 AM	11:18:13 AM	0:02:41
1905-2483	M1	5:27:09 PM	5:29:50 PM	0:02:41
1907-1880	M3	7:29:41 PM	7:32:22 PM	0:02:41
1910-0923	M2	2:39:51 PM	2:42:32 PM	0:02:41
1909-1490	M1	9:40:12 AM	9:42:52 AM	0:02:40
1910-0394	M1	12:55:13 PM	12:57:53 PM	0:02:40
1911-1201	M3	8:56:49 PM	8:59:29 PM	0:02:40
1902-1377	M1	11:02:44 AM	11:05:24 AM	0:02:40
1905-2493	M3	7:58:18 PM	8:00:58 PM	0:02:40
1901-0395	M3	12:44:07 PM	12:46:46 PM	0:02:39
1907-3216	M3	10:53:35 PM	10:56:14 PM	0:02:39
1907-3575	M3	1:30:35 PM	1:33:14 PM	0:02:39
1908-3497	M1	11:24:19 AM	11:26:58 AM	0:02:39
1907-0230	M2	12:44:18 PM	12:46:57 PM	0:02:39
1902-2308	M3	2:04:53 AM	2:07:31 AM	0:02:38
1906-2479	M3	8:02:28 PM	8:05:06 PM	0:02:38
1907-2522	M3	9:17:31 AM	9:20:09 AM	0:02:38
1903-1681	M3	5:11:48 PM	5:14:25 PM	0:02:37
1905-0747	M3	8:41:42 PM	8:44:19 PM	0:02:37
1907-3027	M1	4:08:12 PM	4:10:49 PM	0:02:37
1908-1408	M1	6:55:10 PM	6:57:47 PM	0:02:37
1912-0302	M3	8:28:19 PM	8:30:56 PM	0:02:37
1901-2616	M3	3:41:10 PM	3:43:47 PM	0:02:37
1906-1507	M1	1:30:33 PM	1:33:10 PM	0:02:37
1901-0367	M3	8:19:14 AM	8:21:50 AM	0:02:36
1904-0040	M3	11:01:22 AM	11:03:58 AM	0:02:36
1904-2576	M1	7:59:20 AM	8:01:56 AM	0:02:36
1906-0757	M3	12:23:18 PM	12:25:54 PM	0:02:36
1909-0673	M1	6:17:34 PM	6:20:10 PM	0:02:36
1909-2686	M1	11:37:50 AM	11:40:26 AM	0:02:36
1910-2200	M3	6:20:16 PM	6:22:52 PM	0:02:36
1906-0418	M3	2:40:16 PM	2:42:51 PM	0:02:35
1908-2959	M2	7:28:57 PM	7:31:32 PM	0:02:35
1909-2902	M2	6:53:57 PM	6:56:32 PM	0:02:35
1901-2187	M3	10:29:50 AM	10:32:25 AM	0:02:35
1906-0150	M3	5:55:08 PM	5:57:43 PM	0:02:35
1908-3372	M3	1:06:56 PM	1:09:31 PM	0:02:35
1909-2928	M3	1:42:53 AM	1:45:28 AM	0:02:35
1911-2573	M1	8:01:29 PM	8:04:04 PM	0:02:35
1901-0771	M1	8:29:17 PM	8:31:51 PM	0:02:34
1906-0671	M3	6:27:10 PM	6:29:44 PM	0:02:34
1906-2569	M3	10:12:53 PM	10:15:27 PM	0:02:34
1906-3171	M2	2:36:50 PM	2:39:24 PM	0:02:34
1907-2330	M1	5:55:18 PM	5:57:52 PM	0:02:34
1907-3248	M3	9:25:20 AM	9:27:54 AM	0:02:34
1909-2406	M1	11:55:46 AM	11:58:20 AM	0:02:34
1911-1558	M2	2:02:26 PM	2:05:00 PM	0:02:34
1907-0954	M1	8:51:54 AM	8:54:28 AM	0:02:34
1907-2057	M1	1:20:04 PM	1:22:38 PM	0:02:34
1907-2325	M3	5:04:29 PM	5:07:03 PM	0:02:34
1909-0365	M3	3:04:00 PM	3:06:34 PM	0:02:34
1904-1932	M1	2:54:35 PM	2:57:08 PM	0:02:33
1906-1536	M1	5:39:06 PM	5:41:39 PM	0:02:33
1908-1566	M3	12:07:34 PM	12:10:07 PM	0:02:33
1902-2134	M3	3:24:46 PM	3:27:18 PM	0:02:32
1904-2107	M3	11:35:42 AM	11:38:14 AM	0:02:32
1909-0651	M3	3:10:34 PM	3:13:06 PM	0:02:32
1902-2445	M3	10:53:25 AM	10:55:57 AM	0:02:32
1909-1824	M1	5:51:19 PM	5:53:51 PM	0:02:32
1901-0220	M3	7:23:17 PM	7:25:48 PM	0:02:31
1905-2349	M3	4:39:44 PM	4:42:15 PM	0:02:31
1907-1094	M1	4:11:39 PM	4:14:10 PM	0:02:31
1912-0299	M2	7:33:33 PM	7:36:04 PM	0:02:31
1904-0014	M1	8:14:51 AM	8:17:21 AM	0:02:30

1905-1706	M3	8:40:24 AM	8:42:54 AM	0:02:30
1903-1474	M3	3:10:24 PM	3:12:54 PM	0:02:30
1908-2300	M3	7:08:18 PM	7:10:48 PM	0:02:30
1912-1218	M3	4:06:42 PM	4:09:12 PM	0:02:30
1912-1517	M2	10:51:31 PM	10:54:01 PM	0:02:30
1902-0580	M1	2:59:06 PM	3:01:35 PM	0:02:29
1907-0611	M2	9:42:39 AM	9:45:08 AM	0:02:29
1907-2390	M1	8:56:35 AM	8:59:04 AM	0:02:29
1908-2563	M1	1:48:44 PM	1:51:13 PM	0:02:29
1911-1147	M3	9:11:28 AM	9:13:57 AM	0:02:29
1911-2189	M2	2:37:48 PM	2:40:17 PM	0:02:29
1907-3145	M1	1:06:07 PM	1:08:36 PM	0:02:29
1908-2496	M2	9:00:57 PM	9:03:26 PM	0:02:29
1908-2496	M3	9:00:57 PM	9:03:26 PM	0:02:29
1901-2141	M1	4:38:16 PM	4:40:44 PM	0:02:28
1905-0786	M1	8:43:15 AM	8:45:43 AM	0:02:28
1906-0881	M1	2:02:57 PM	2:05:25 PM	0:02:28
1909-0909	M3	7:51:12 PM	7:53:40 PM	0:02:28
1909-1098	M2	1:22:40 PM	1:25:08 PM	0:02:28
1906-0811	M1	8:25:04 PM	8:27:31 PM	0:02:27
1906-2104	M3	4:49:18 PM	4:51:45 PM	0:02:27
1909-0568	M2	6:16:23 PM	6:18:50 PM	0:02:27
1906-1736	M1	2:39:21 PM	2:41:48 PM	0:02:27
1906-1867	M1	7:55:03 PM	7:57:30 PM	0:02:27
1903-1539	M1	9:10:10 AM	9:12:36 AM	0:02:26
1908-1071	M3	7:23:13 PM	7:25:39 PM	0:02:26
1910-0996	M2	12:47:25 PM	12:49:51 PM	0:02:26
1910-1517	M3	8:45:47 AM	8:48:13 AM	0:02:26
1912-1396	M3	5:30:52 PM	5:33:18 PM	0:02:26
1906-0073	M3	8:29:32 PM	8:31:57 PM	0:02:25
1906-1729	M2	1:44:23 PM	1:46:48 PM	0:02:25
1908-1999	M1	5:43:00 PM	5:45:25 PM	0:02:25
1910-1854	M2	4:33:09 PM	4:35:34 PM	0:02:25
1912-2511	M3	4:46:51 PM	4:49:16 PM	0:02:25
1907-1968	M3	3:46:33 PM	3:48:57 PM	0:02:24
1908-0168	M1	1:55:05 PM	1:57:29 PM	0:02:24
1903-2522	M3	2:42:48 PM	2:45:12 PM	0:02:24
1905-0079	M1	9:29:12 PM	9:31:36 PM	0:02:24
1901-0102	M1	4:11:53 PM	4:14:16 PM	0:02:23
1905-0335	M1	8:56:16 AM	8:58:39 AM	0:02:23
1907-2994	M1	10:38:23 AM	10:40:46 AM	0:02:23
1909-1128	M1	6:55:15 PM	6:57:38 PM	0:02:23
1909-2056	M1	5:20:38 PM	5:23:01 PM	0:02:23
1912-1454	M3	11:26:45 AM	11:29:08 AM	0:02:23
1906-2940	M1	4:48:56 PM	4:51:19 PM	0:02:23
1907-1756	M3	7:43:55 PM	7:46:18 PM	0:02:23
1912-2505	M1	4:30:20 PM	4:32:43 PM	0:02:23
1903-1999	M1	6:22:54 PM	6:25:16 PM	0:02:22
1903-1999	M3	6:22:54 PM	6:25:16 PM	0:02:22
1903-2741	M1	4:16:14 PM	4:18:36 PM	0:02:22
1911-0453	M2	4:17:37 PM	4:19:59 PM	0:02:22
1903-2006	M1	7:07:50 PM	7:10:11 PM	0:02:21
1907-1965	M2	3:37:42 PM	3:40:03 PM	0:02:21
1907-1984	M1	5:37:23 PM	5:39:44 PM	0:02:21
1910-0219	M2	5:14:45 PM	5:17:06 PM	0:02:21
1904-2516	M1	11:56:44 AM	11:59:04 AM	0:02:20
1908-2390	M1	6:18:42 PM	6:21:02 PM	0:02:20
1911-0995	M2	3:25:39 PM	3:27:59 PM	0:02:20
1912-2591	M1	9:07:42 AM	9:10:02 AM	0:02:20
1911-0257	M1	10:46:10 AM	10:48:29 AM	0:02:19
1906-2805	M3	10:29:31 AM	10:31:50 AM	0:02:19
1906-3155	M1	1:22:29 PM	1:24:48 PM	0:02:19
1907-0456	M3	4:38:29 PM	4:40:48 PM	0:02:19
1902-1998	M1	9:46:15 AM	9:48:33 AM	0:02:18
1905-0209	M1	8:03:44 AM	8:06:02 AM	0:02:18
1908-0396	M3	10:44:44 PM	10:47:02 PM	0:02:18
1909-1199	M1	4:11:29 PM	4:13:47 PM	0:02:18
1910-0576	M3	11:07:44 AM	11:10:02 AM	0:02:18
1901-0819	M3	1:56:14 PM	1:58:32 PM	0:02:18
1907-0149	M1	5:23:53 PM	5:26:10 PM	0:02:17
1910-0050	M2	2:27:31 PM	2:29:48 PM	0:02:17
1912-2268	M2	4:35:45 PM	4:38:02 PM	0:02:17
1905-0057	M3	5:46:00 PM	5:48:16 PM	0:02:16
1905-0890	M1	3:39:23 PM	3:41:39 PM	0:02:16
1910-0652	M3	10:15:43 AM	10:17:59 AM	0:02:16

1909-2874	M1	11:27:52 AM	11:30:07 AM	0:02:15
1910-0910	M1	10:31:42 AM	10:33:57 AM	0:02:15
1912-0360	M1	3:23:21 PM	3:25:36 PM	0:02:15
1905-1674	M1	9:58:12 PM	10:00:26 PM	0:02:14
1904-0788	M3	1:47:31 PM	1:49:45 PM	0:02:14
1905-1817	M3	3:00:53 PM	3:03:06 PM	0:02:13
1908-2452	M2	12:34:54 PM	12:37:07 PM	0:02:13
1901-1098	M1	7:00:31 PM	7:02:44 PM	0:02:13
1904-1211	M3	9:40:56 AM	9:43:09 AM	0:02:13
1901-2662	M1	8:26:24 AM	8:28:36 AM	0:02:12
1905-2673	M3	7:29:34 AM	7:31:46 AM	0:02:12
1908-1950	M1	12:14:52 PM	12:17:04 PM	0:02:12
1912-2618	M1	3:54:44 PM	3:56:56 PM	0:02:12
1904-1548	M3	11:43:18 PM	11:45:29 PM	0:02:11
1907-0844	M3	3:24:21 PM	3:26:32 PM	0:02:11
1910-2288	M3	6:24:50 PM	6:27:01 PM	0:02:11
1904-0390	M1	12:09:11 PM	12:11:21 PM	0:02:10
1906-3182	M3	4:53:56 PM	4:56:06 PM	0:02:10
1908-3242	M1	9:07:58 AM	9:10:08 AM	0:02:10
1903-0687	M1	1:13:47 PM	1:15:57 PM	0:02:10
1912-1381	M3	3:44:39 PM	3:46:49 PM	0:02:10
1903-1822	M3	12:53:43 PM	12:55:52 PM	0:02:09
1907-0477	M1	5:39:18 PM	5:41:27 PM	0:02:09
1907-0442	M2	2:55:46 PM	2:57:54 PM	0:02:08
1904-1608	M1	5:52:13 PM	5:54:21 PM	0:02:08
1910-0304	M3	2:08:30 PM	2:10:37 PM	0:02:07
1911-0857	M1	7:32:01 AM	7:34:08 AM	0:02:07
1908-2551	M3	12:26:49 PM	12:28:56 PM	0:02:07
1910-2050	M3	10:14:17 AM	10:16:24 AM	0:02:07
1905-1902	M3	4:12:15 PM	4:14:21 PM	0:02:06
1906-0381	M3	9:56:05 AM	9:58:11 AM	0:02:06
1907-3386	M3	9:57:02 AM	9:59:08 AM	0:02:06
1908-0899	M3	3:27:50 PM	3:29:56 PM	0:02:06
1909-0393	M2	7:33:37 PM	7:35:43 PM	0:02:06
1909-0393	M3	7:33:37 PM	7:35:43 PM	0:02:06
1910-1701	M1	12:05:17 PM	12:07:22 PM	0:02:05
1911-1613	M1	11:07:48 AM	11:09:53 AM	0:02:05
1904-1500	M3	2:53:37 PM	2:55:41 PM	0:02:04
1908-2383	M3	4:00:08 PM	4:02:12 PM	0:02:04
1910-0343	M2	8:56:55 PM	8:58:59 PM	0:02:04
1909-2168	M1	5:31:47 PM	5:33:50 PM	0:02:03
1903-1086	M3	4:33:26 PM	4:35:28 PM	0:02:02
1903-1997	M1	5:56:29 PM	5:58:31 PM	0:02:02
1904-0068	M1	4:09:03 PM	4:11:05 PM	0:02:02
1911-1998	M3	4:20:49 PM	4:22:51 PM	0:02:02
1903-0972	M1	2:28:29 AM	2:30:30 AM	0:02:01
1903-1948	M3	8:41:00 AM	8:43:01 AM	0:02:01
1904-2329	M3	11:04:00 AM	11:06:01 AM	0:02:01
1905-1222	M3	12:44:15 PM	12:46:16 PM	0:02:01
1906-0612	M3	10:11:52 AM	10:13:53 AM	0:02:01
1906-1048	M3	4:22:14 PM	4:24:15 PM	0:02:01
1907-1181	M2	3:21:55 PM	3:23:56 PM	0:02:01
1910-0738	M2	12:09:12 PM	12:11:13 PM	0:02:01
1904-0794	M3	3:06:59 PM	3:08:59 PM	0:02:00
1903-2263	M3	11:35:53 AM	11:37:53 AM	0:02:00
1907-2934	M3	4:44:14 PM	4:46:13 PM	0:01:59
1903-2637	M1	7:37:12 PM	7:39:10 PM	0:01:58
1906-1169	M3	7:47:12 PM	7:49:10 PM	0:01:58
1907-3408	M2	1:43:30 PM	1:45:28 PM	0:01:58
1911-1175	M1	3:19:57 PM	3:21:55 PM	0:01:58
1901-0698	M1	6:51:37 AM	6:53:34 AM	0:01:57
1906-1146	M1	4:23:03 PM	4:25:00 PM	0:01:57
1912-0040	M3	5:57:39 PM	5:59:36 PM	0:01:57
1908-3576	M3	7:30:41 PM	7:32:38 PM	0:01:57
1901-0797	M1	9:40:29 AM	9:42:25 AM	0:01:56
1907-1831	M1	11:46:15 AM	11:48:11 AM	0:01:56
1912-2094	M3	5:19:39 PM	5:21:35 PM	0:01:56
1911-0445	M3	2:17:25 PM	2:19:20 PM	0:01:55
1907-1357	M1	11:22:27 AM	11:24:21 AM	0:01:54
1901-0510	M3	5:08:45 PM	5:10:38 PM	0:01:53
1910-1408	M1	10:38:35 PM	10:40:28 PM	0:01:53
1910-1408	M2	10:38:35 PM	10:40:28 PM	0:01:53
1907-1156	M3	12:21:05 PM	12:22:57 PM	0:01:52
1904-2039	M1	5:28:32 PM	5:30:23 PM	0:01:51
1907-2219	M1	6:57:41 PM	6:59:32 PM	0:01:51

1909-1298	M1	1:56:10 PM	1:58:01 PM	0:01:51
1901-0992	M3	6:24:24 PM	6:26:15 PM	0:01:51
1908-1796	M3	11:31:25 AM	11:33:15 AM	0:01:50
1906-2047	M3	8:25:04 AM	8:26:53 AM	0:01:49
1910-0496	M1	11:19:34 AM	11:21:23 AM	0:01:49
1904-1209	M1	9:36:08 AM	9:37:57 AM	0:01:49
1911-0050	M1	1:47:51 PM	1:49:40 PM	0:01:49
1904-1664	M3	9:54:55 AM	9:56:43 AM	0:01:48
1907-2210	M3	5:36:20 PM	5:38:08 PM	0:01:48
1903-0021	M1	9:07:35 AM	9:09:22 AM	0:01:47
1907-2702	M1	3:41:02 PM	3:42:49 PM	0:01:47
1904-0221	M1	11:56:17 AM	11:58:03 AM	0:01:46
1906-1496	M1	12:21:28 PM	12:23:14 PM	0:01:46
1907-3695	M1	4:03:04 PM	4:04:46 PM	0:01:42
1910-0270	M3	9:57:00 AM	9:58:42 AM	0:01:42
1901-0960	M3	10:53:10 AM	10:54:51 AM	0:01:41
1903-1131	M1	9:01:01 AM	9:02:41 AM	0:01:40
1909-0878	M1	12:32:41 PM	12:34:21 PM	0:01:40
1911-1705	M1	10:08:17 AM	10:09:57 AM	0:01:40
1901-0833	M1	5:02:50 PM	5:04:28 PM	0:01:38
1907-2782	M1	10:16:02 AM	10:17:40 AM	0:01:38
1904-2271	M3	5:49:43 PM	5:51:20 PM	0:01:37
1909-0783	M3	5:33:59 PM	5:35:35 PM	0:01:36
1909-0081	M2	1:48:49 PM	1:50:24 PM	0:01:35
1912-2220	M1	9:31:41 AM	9:33:16 AM	0:01:35
1911-1750	M1	6:14:29 PM	6:16:03 PM	0:01:34
1909-1318	M2	4:27:34 PM	4:29:07 PM	0:01:33
1909-2589	M3	12:59:51 PM	1:01:23 PM	0:01:32
1903-1674	M1	4:00:22 PM	4:01:53 PM	0:01:31
1907-0233	M2	1:02:31 PM	1:04:01 PM	0:01:30
1901-1679	M2	12:46:11 PM	12:47:41 PM	0:01:30
1906-2110	M1	5:48:32 PM	5:50:02 PM	0:01:30
1912-1673	M3	5:54:05 PM	5:55:33 PM	0:01:28
1901-1403	M1	11:29:09 AM	11:30:36 AM	0:01:27
1906-1650	M1	2:37:22 PM	2:38:49 PM	0:01:27
1904-1311	M1	4:59:43 PM	5:01:09 PM	0:01:26
1906-1515	M3	2:47:22 PM	2:48:48 PM	0:01:26
1906-1991	M1	8:20:19 PM	8:21:44 PM	0:01:25
1905-1619	M1	2:37:47 PM	2:39:12 PM	0:01:25
1903-1952	M3	9:37:25 AM	9:38:49 AM	0:01:24
1908-0203	M1	6:50:54 PM	6:52:18 PM	0:01:24
1908-0761	M2	1:00:11 PM	1:01:35 PM	0:01:24
1910-0345	M1	9:24:07 PM	9:25:31 PM	0:01:24
1906-0874	M3	12:32:54 PM	12:34:17 PM	0:01:23
1909-2717	M2	4:37:21 PM	4:38:44 PM	0:01:23
1903-0767	M3	8:33:54 AM	8:35:16 AM	0:01:22
1904-2425	M3	10:28:01 AM	10:29:22 AM	0:01:21
1905-1390	M3	12:07:26 PM	12:08:47 PM	0:01:21
1911-1506	M3	11:24:05 PM	11:25:26 PM	0:01:21
1904-1480	M1	12:45:50 PM	12:47:09 PM	0:01:19
1906-1296	M1	6:49:42 PM	6:51:01 PM	0:01:19
1910-1438	M3	11:58:53 AM	12:00:12 PM	0:01:19
1906-1987	M2	7:41:43 PM	7:43:02 PM	0:01:19
1907-0490	M2	6:31:43 PM	6:33:01 PM	0:01:18
1904-0813	M1	8:02:54 PM	8:04:10 PM	0:01:16
1906-2264	M1	8:08:40 PM	8:09:56 PM	0:01:16
1906-2347	M1	2:45:49 PM	2:47:04 PM	0:01:15
1907-2227	M3	7:59:11 PM	8:00:26 PM	0:01:15
1909-1556	M1	8:05:22 PM	8:06:37 PM	0:01:15
1907-3934	M2	10:00:14 PM	10:01:28 PM	0:01:14
1910-2051	M1	10:20:40 AM	10:21:54 AM	0:01:14
1904-2123	M3	2:54:43 PM	2:55:57 PM	0:01:14
1907-2086	M3	4:46:26 PM	4:47:39 PM	0:01:13
1907-0525	M1	9:06:40 PM	9:07:52 PM	0:01:12
1904-2029	M3	4:01:07 PM	4:02:18 PM	0:01:11
1903-1598	M1	7:55:28 PM	7:56:39 PM	0:01:11
1906-3046	M3	2:33:31 PM	2:34:42 PM	0:01:11
1901-0891	M3	10:44:52 AM	10:46:00 AM	0:01:08
1907-3276	M1	12:15:22 PM	12:16:29 PM	0:01:07
1902-1161	M1	5:54:18 PM	5:55:22 PM	0:01:04
1903-1967	M1	12:06:18 PM	12:07:21 PM	0:01:03
1907-2960	M3	9:22:40 PM	9:23:43 PM	0:01:03
1903-1556	M2	12:01:34 PM	12:02:33 PM	0:00:59
1908-0935	M1	8:19:42 PM	8:20:41 PM	0:00:59
1905-1957	M1	8:34:57 AM	8:35:55 AM	0:00:58

1902-2569	M1	4:09:00 PM	4:09:57 PM	0:00:57
1904-1220	M1	12:42:51 PM	12:43:44 PM	0:00:53
1909-0746	M2	11:46:20 AM	11:47:13 AM	0:00:53
1906-1858	M3	7:19:30 PM	7:20:19 PM	0:00:49
1907-1161	M1	12:52:46 PM	12:53:34 PM	0:00:48
1909-1110	M3	3:10:51 PM	3:11:39 PM	0:00:48
1912-2246	M2	1:57:21 PM	1:58:09 PM	0:00:48
1909-0072	M1	1:08:31 PM	1:09:17 PM	0:00:46
1908-2203	M3	3:52:03 PM	3:52:48 PM	0:00:45
1908-1044	M2	3:52:02 PM	3:52:46 PM	0:00:44
1905-2718	M1	3:06:12 PM	3:06:47 PM	0:00:35
1907-0040	M2	3:31:13 PM	3:31:47 PM	0:00:34
1901-1254	M3	10:00:48 AM	10:01:21 AM	0:00:33
1907-0309	M1	7:43:46 PM	7:44:17 PM	0:00:31
1911-0707	M2	4:26:04 PM	4:26:33 PM	0:00:29
1906-0223	M3	4:14:04 PM	4:14:32 PM	0:00:28
1903-1966	M3	12:03:33 PM	12:04:00 PM	0:00:27
1901-1421	M3	2:48:08 PM	2:48:31 PM	0:00:23
1909-2397	M3	9:08:37 AM	9:08:59 AM	0:00:22
1904-1555	M3	3:34:14 AM	3:34:31 AM	0:00:17
1912-1668	M2	5:52:31 PM	5:52:47 PM	0:00:16
1905-1444	M1	10:26:03 PM	10:26:17 PM	0:00:14
1906-1211	M3	7:35:01 AM	7:35:11 AM	0:00:10
1907-0417	M1	1:13:45 PM	1:13:54 PM	0:00:09
1911-0033	M1	10:37:15 AM	10:37:23 AM	0:00:08
1907-3772	M2	1:09:36 PM	1:09:43 PM	0:00:07
1902-2247	M3	4:05:29 PM	4:05:36 PM	0:00:07
1904-1488	M1	1:25:08 PM	1:25:15 PM	0:00:07
1904-1748	M2	11:44:08 AM	11:44:15 AM	0:00:07
1906-0760	M3	12:57:50 PM	12:57:57 PM	0:00:07
1906-0755	M2	12:13:36 PM	12:13:41 PM	0:00:05
1908-1170	M2	2:27:35 PM	2:27:40 PM	0:00:05
1908-2370	M3	1:38:09 PM	1:38:14 PM	0:00:05
1901-0265	M1	9:43:09 AM	9:43:13 AM	0:00:04
1902-2551	M2	3:17:49 PM	3:17:53 PM	0:00:04
1904-1142	M2	10:53:44 AM	10:53:48 AM	0:00:04
1909-0829	M3	1:30:45 AM	1:30:48 AM	0:00:03
1909-1497	M3	10:52:14 AM	10:52:17 AM	0:00:03

911	Incident #	Unit	Dispatch	On Scene	Response Time	IFTS	Incident #	Unit	Dispatch	On Scene	Response Time
	2009-0598	M2	9:36:00 PM	9:49:57 PM	0:13:57		2011-0563	M2	8:02:42 AM	5:40:03 PM	9:37:21
	2010-1476	M1	1:29:59 PM	1:43:44 PM	0:13:45		2008-0438	M2	10:58:31 AM	6:12:13 PM	7:13:42
	2008-3667	M3	3:39:03 AM	3:52:48 AM	0:13:45		2001-1616	M2	3:20:38 PM	8:55:56 PM	5:35:18
	2011-1875	M3	5:35:46 PM	5:49:26 PM	0:13:40		2002-3037	M2	11:31:56 PM	3:37:27 AM	4:05:31
	2002-0703	M1	11:59:53 AM	12:13:28 PM	0:13:35		2006-1158	M1	9:32:55 PM	1:31:43 AM	3:58:48
	2001-2742	M2	11:01:08 PM	11:14:41 PM	0:13:33		2002-2755	M3	3:56:13 AM	7:52:39 AM	3:56:26
	2008-1799	M3	2:33:53 PM	2:46:57 PM	0:13:04		2007-2753	M3	4:53:07 PM	8:42:44 PM	3:49:37
	2006-1564	M3	11:32:20 AM	11:45:19 AM	0:12:59		2009-1801	M7	11:44:00 AM	3:30:57 PM	3:46:57
	2010-0672	M3	6:39:45 PM	6:52:28 PM	0:12:43		2005-1554	M2	7:02:48 PM	10:46:54 PM	3:44:06
	2001-2639	M2	3:38:52 PM	3:51:32 PM	0:12:40		2005-1866	M2	11:49:04 AM	3:27:48 PM	3:38:44
	2008-1280	M3	2:10:02 AM	2:22:36 AM	0:12:34		2002-0514	M1	12:03:28 PM	3:19:43 PM	3:16:15
	2004-0350	M3	11:17:17 AM	11:29:36 AM	0:12:19		2004-2091	M2	11:58:07 AM	3:11:14 PM	3:13:07
	2012-0113	M3	1:32:52 PM	1:45:06 PM	0:12:14		2001-0490	M3	8:08:25 PM	1:16:53 PM	3:08:28
	2012-2034	M1	6:03:10 PM	6:15:20 PM	0:12:10		2001-0752	M2	2:32:24 PM	5:38:44 PM	3:06:20
	2002-0272	M2	4:04:48 PM	4:16:54 PM	0:12:06		2005-0066	M2	6:27:04 PM	9:29:42 PM	3:02:38
	2004-1227	M3	1:35:19 PM	1:47:07 PM	0:11:48		2002-1589	M2	11:50:25 AM	2:51:05 PM	3:00:40
	2008-1345	M1	6:13:28 PM	6:25:16 PM	0:11:48		2012-0481	M2	5:09:48 PM	8:07:34 PM	2:57:46
	2004-1510	M1	5:56:23 PM	6:08:10 PM	0:11:47		2001-2571	M2	6:11:33 PM	8:54:59 PM	2:43:26
	2007-1761	M3	5:38:12 PM	5:49:58 PM	0:11:46		2001-1869	M1	7:16:15 PM	9:58:13 PM	2:41:58
	2002-0075	M2	3:56:14 PM	4:07:41 PM	0:11:27		2006-0060	M2	1:54:13 PM	4:31:29 PM	2:37:16
	2002-1134	M1	2:45:27 PM	2:56:54 PM	0:11:27		2005-1423	M2	12:40:06 PM	3:12:47 PM	2:32:41
	2002-1689	M2	3:53:26 AM	4:04:50 AM	0:11:24		2007-2224	M1	11:47:02 PM	2:18:50 AM	2:31:48
	2009-2999	M7	2:49:39 PM	3:01:01 PM	0:11:22		2005-0895	M2	12:09:05 AM	2:35:12 AM	2:26:07
	2003-0214	M3	11:45:46 AM	11:57:02 AM	0:11:16		2006-1671	M3	12:12:07 PM	2:23:32 PM	2:11:25
	2005-0003	M2	12:37:26 AM	12:48:33 AM	0:11:07		2006-0541	M2	8:09:48 AM	10:10:20 AM	2:00:32
	2009-3260	M3	5:32:36 AM	5:43:37 AM	0:11:01		2005-1781	M2	12:54:46 PM	2:54:08 PM	1:59:22
	2007-3011	M1	2:35:32 PM	2:46:31 PM	0:10:59		2012-2396	M1	12:13:32 PM	2:07:27 PM	1:53:55
	2007-3011	M3	2:35:32 PM	2:46:31 PM	0:10:59		2003-1653	M2	3:52:39 PM	5:42:55 PM	1:50:16
	2011-0060	M2	3:34:00 PM	3:44:58 PM	0:10:58		2008-3330	M1	11:36:48 AM	1:26:53 PM	1:50:05
	2012-1422	M1	3:56:35 PM	4:07:30 PM	0:10:55		2008-3820	M2	9:14:53 AM	10:51:26 AM	1:36:33
	2002-0717	M1	3:03:54 PM	3:14:42 PM	0:10:48		2012-2326	M3	3:54:38 PM	5:21:31 PM	1:26:53
	2011-0831	M2	9:53:35 AM	10:04:19 AM	0:10:44		2002-1017	M2	1:38:41 PM	3:03:58 PM	1:25:17
	2002-1617	M2	3:44:31 PM	3:55:15 PM	0:10:44		2011-1279	M2	12:13:22 PM	1:29:47 PM	1:16:25
	2001-0180	M1	2:02:44 PM	2:13:23 PM	0:10:39		2002-0915	M1	2:28:47 PM	3:44:29 PM	1:15:42
	2003-0044	M3	11:54:26 AM	12:05:01 PM	0:10:35		2006-2977	M2	10:00:32 AM	11:14:14 AM	1:13:42
	2008-3333	M3	11:44:41 AM	11:55:13 AM	0:10:32		2001-0184	M2	3:05:45 PM	4:17:24 PM	1:11:39
	2008-3712	M3	4:11:22 PM	4:21:54 PM	0:10:32		2003-2110	M1	9:32:13 AM	10:34:25 AM	1:02:12
	2002-1960	M2	5:11:48 PM	5:22:19 PM	0:10:31		2001-2557	M3	4:21:04 PM	5:21:15 PM	1:00:11
	2008-3188	M3	4:00:08 AM	4:10:39 AM	0:10:31		2010-1985	M2	8:01:05 AM	8:59:19 AM	0:58:14
	2011-1825	M1	4:47:37 AM	4:58:08 AM	0:10:31		2006-2455	M2	1:19:52 PM	2:17:11 PM	0:57:19
	2001-0166	M2	12:14:07 PM	12:24:30 PM	0:10:23		2004-0637	M2	11:38:39 AM	12:35:03 PM	0:56:24
	2002-2259	M2	2:43:49 PM	2:54:12 PM	0:10:23		2003-1899	M2	6:22:38 PM	7:18:31 PM	0:55:53
	2001-1111	M2	6:22:51 PM	6:33:13 PM	0:10:22		2011-1762	M2	1:52:20 PM	2:45:33 PM	0:53:13
	2012-0120	M3	2:16:42 PM	2:27:04 PM	0:10:22		2008-3250	M1	4:05:07 PM	4:56:56 PM	0:51:49
	2011-0768	M2	12:26:58 PM	12:37:18 PM	0:10:20		2012-0111	M3	4:30:37 PM	5:20:45 PM	0:50:08
	2007-3245	M1	5:50:12 AM	6:00:30 AM	0:10:18		2008-3690	M2	11:53:36 AM	12:43:21 PM	0:49:45
	2004-0695	M3	12:32:01 AM	12:42:18 AM	0:10:17		2012-0296	M3	4:31:19 PM	5:20:27 PM	0:49:08
	2003-0935	M3	2:25:53 PM	2:36:09 PM	0:10:16		2003-1307	M2	6:46:16 PM	7:35:07 PM	0:48:51
	2011-0821	M1	4:38:50 AM	4:49:02 AM	0:10:12		2012-2404	M3	1:43:07 PM	2:31:08 PM	0:48:01
	2003-1373	M2	2:00:49 PM	2:11:00 PM	0:10:11		2009-0545	M1	5:13:16 PM	6:00:33 PM	0:47:17
	2004-0662	M2	5:17:34 PM	5:27:40 PM	0:10:06		2009-2521	M3	2:33:08 AM	3:20:23 AM	0:47:15
	2001-0016	M3	1:43:36 AM	1:53:35 AM	0:09:59		2007-3435	M1	3:50:46 PM	4:37:23 PM	0:46:37
	2009-1075	M3	9:46:30 AM	9:56:23 AM	0:09:53		2002-0046	M3	11:35:59 AM	12:21:22 PM	0:45:23
	2009-2145	M2	5:27:39 PM	5:37:29 PM	0:09:50		2007-2889	M2	7:28:51 PM	8:13:57 PM	0:45:06
	2011-0605	M2	6:19:24 PM	6:29:12 PM	0:09:48		2007-1382	M2	10:12:04 AM	10:56:06 AM	0:44:02
	2011-0002	M1	12:19:07 AM	12:28:54 AM	0:09:47		2003-1636	M1	12:11:14 PM	12:54:38 PM	0:43:24
	2010-1150	M3	7:43:26 PM	7:53:10 PM	0:09:44		2011-1833	M2	8:35:12 AM	9:17:19 AM	0:42:07
	2012-0162	M1	2:16:06 AM	2:25:50 AM	0:09:44		2009-2349	M2	2:03:38 PM	2:44:53 PM	0:41:15
	2012-0027	M1	9:40:03 AM	9:49:42 AM	0:09:39		2001-2292	M2	12:56:18 PM	1:35:49 PM	0:39:31
	2006-0463	M2	3:36:11 PM	3:45:50 PM	0:09:39		2010-1380	M1	3:54:24 PM	4:33:39 PM	0:39:15
	2001-0901	M3	3:23:32 PM	3:33:07 PM	0:09:35		2003-0549	M2	3:48:54 PM	4:28:01 PM	0:39:07
	2003-0045	M1	11:59:03 AM	12:08:37 PM	0:09:34		2009-2640	M2	9:37:51 AM	10:16:58 AM	0:39:07
	2011-0955	M1	4:52:08 PM	5:01:40 PM	0:09:32		2009-2092	M2	8:02:26 AM	8:41:24 AM	0:38:58
	2002-0912	M2	1:55:48 PM	2:05:18 PM	0:09:30		2010-1229	M2	5:04:10 PM	5:42:14 PM	0:38:04
	2003-1193	M1	11:30:35 AM	11:40:05 AM	0:09:30		2010-2560	M1	6:29:10 PM	7:07:03 PM	0:37:53
	2008-2725	M3	3:39:38 PM	3:49:08 PM	0:09:30		2010-2381	M3	1:33:35 PM	2:11:20 PM	0:37:45
	2003-0331	M1	12:48:39 PM	12:58:08 PM	0:09:29		2011-0857	M2	2:32:56 PM	3:10:02 PM	0:37:06
	2006-1692	M3	5:50:54 PM	6:00:18 PM	0:09:24		2001-0086	M2	4:48:10 PM	5:25:12 PM	0:37:02
	2002-1001	M1	11:31:21 AM	11:40:41 AM	0:09:20		2011-1588	M3	9:23:34 AM	10:00:32 AM	0:36:58
	2009-1703	M1	1:23:26 PM	1:32:45 PM	0:09:19		2012-2382	M3	7:53:46 AM	8:29:50 AM	0:36:04
	2001-0436	M2	2:30:07 AM	2:39:25 AM	0:09:18		2010-0036	M2	12:24:24 PM	1:00:16 PM	0:35:52
	2008-0823	M3	2:17:41 PM	2:26:56 PM	0:09:15		2003-0531	M2	12:10:24 PM	12:46:09 PM	0:35:45
	2008-2654	M1	8:51:39 PM	9:00:51 PM	0:09:12		2009-1406	M2	2:18:17 PM	2:53:45 PM	0:35:28

2009-3212	M2	4:39:24 PM	4:48:33 PM	0:09:09	2008-1309	M2	11:57:45 AM	12:33:05 PM	0:35:20
2001-0044	M1	8:54:47 AM	9:03:54 AM	0:09:07	2007-2154	M2	3:05:07 PM	3:40:10 PM	0:35:03
2001-1006	M1	2:35:41 PM	2:44:47 PM	0:09:06	2010-1430	M2	8:02:22 AM	8:37:21 AM	0:34:59
2007-0107	M3	1:52:23 AM	2:01:28 AM	0:09:05	2002-2787	M2	4:05:45 PM	4:40:30 PM	0:34:45
2001-2053	M3	3:17:29 PM	3:26:33 PM	0:09:04	2006-2156	M2	1:56:00 PM	2:30:38 PM	0:34:38
2003-0543	M1	2:27:00 PM	2:36:03 PM	0:09:03	2007-1616	M2	12:04:23 PM	12:38:38 PM	0:34:15
2002-2852	M1	12:10:01 PM	12:19:03 PM	0:09:02	2006-2245	M2	8:50:51 AM	9:25:04 AM	0:34:13
2005-0405	M2	10:52:21 PM	11:01:22 PM	0:09:01	2008-2399	M1	2:31:16 AM	3:04:45 AM	0:33:29
2011-0709	M1	4:37:50 PM	4:46:49 PM	0:08:59	2001-2640	M3	3:48:37 PM	4:21:45 PM	0:33:08
2003-0297	M2	12:00:20 PM	12:09:19 PM	0:08:59	2001-2914	M2	6:10:54 PM	6:43:41 PM	0:32:47
2009-2625	M3	4:38:10 AM	4:47:09 AM	0:08:59	2002-0374	M2	6:02:41 PM	6:35:22 PM	0:32:41
2002-0110	M1	11:15:15 PM	11:24:13 PM	0:08:58	2002-0594	M1	2:21:45 PM	2:54:17 PM	0:32:32
2001-0985	M3	11:19:46 AM	11:28:43 AM	0:08:57	2003-1126	M2	12:31:34 PM	1:03:39 PM	0:32:05
2001-2869	M3	10:16:26 AM	10:25:21 AM	0:08:55	2012-2299	M3	9:36:35 AM	10:08:36 AM	0:32:01
2012-1233	M3	1:20:41 PM	1:29:36 PM	0:08:55	2001-1337	M2	11:58:09 PM	12:30:08 AM	0:31:59
2012-1914	M1	7:14:30 PM	7:23:25 PM	0:08:55	2012-1705	M1	1:37:24 PM	2:09:15 PM	0:31:51
2007-2757	M1	5:11:37 PM	5:20:31 PM	0:08:54	2001-0881	M2	8:52:08 AM	9:23:51 AM	0:31:43
2003-0061	M2	5:06:48 PM	5:15:40 PM	0:08:52	2007-0492	M2	12:53:41 PM	1:25:17 PM	0:31:36
2008-4056	M3	4:53:00 PM	5:01:50 PM	0:08:50	2005-1677	M2	12:00:31 PM	12:32:06 PM	0:31:35
2010-2214	M2	6:03:53 PM	6:12:42 PM	0:08:49	2006-1673	M2	3:27:26 PM	3:58:48 PM	0:31:22
2010-1483	M3	2:35:54 PM	2:44:43 PM	0:08:49	2009-2851	M2	11:04:50 AM	11:36:05 AM	0:31:15
2006-2892	M2	2:38:54 PM	2:47:41 PM	0:08:47	2006-1994	M3	6:05:06 PM	6:35:57 PM	0:30:51
2011-1469	M3	4:43:55 PM	4:52:41 PM	0:08:46	2009-2846	M3	9:03:35 AM	9:34:25 AM	0:30:50
2007-1233	M3	11:22:52 PM	11:31:36 PM	0:08:44	2002-0530	M2	3:09:34 PM	3:40:22 PM	0:30:48
2009-1892	M2	8:05:09 AM	8:13:53 AM	0:08:44	2010-1299	M2	4:07:44 PM	4:38:23 PM	0:30:39
2008-0309	M3	11:16:37 PM	11:25:19 PM	0:08:42	2007-1166	M2	12:34:40 PM	1:05:12 PM	0:30:32
2010-1672	M3	10:13:45 AM	10:22:27 AM	0:08:42	2012-0712	M3	6:43:40 PM	7:13:48 PM	0:30:08
2011-1231	M2	7:02:47 PM	7:11:28 PM	0:08:41	2007-0879	M1	6:23:34 AM	6:53:41 AM	0:30:07
2001-2083	M2	10:25:36 PM	10:34:16 PM	0:08:40	2010-2376	M2	12:49:41 PM	1:19:38 PM	0:29:57
2008-1457	M3	4:28:58 PM	4:37:38 PM	0:08:40	2006-0637	M2	11:28:54 AM	11:58:47 AM	0:29:53
2009-1521	M3	1:54:07 PM	2:02:46 PM	0:08:39	2012-2257	M1	1:57:31 PM	2:27:08 PM	0:29:37
2009-1576	M7	4:59:41 AM	5:08:19 AM	0:08:38	2004-0106	M2	5:33:55 PM	6:03:16 PM	0:29:21
2007-0528	M2	5:21:09 PM	5:29:43 PM	0:08:34	2002-0064	M3	2:36:11 PM	3:05:31 PM	0:29:20
2001-1742	M1	5:37:50 PM	5:46:23 PM	0:08:33	2011-0043	M2	12:43:14 PM	1:12:31 PM	0:29:17
2011-0252	M3	4:04:27 PM	4:13:00 PM	0:08:33	2009-2518	M1	1:15:55 AM	1:44:52 AM	0:28:57
2002-2260	M1	3:04:09 PM	3:12:40 PM	0:08:31	2010-1419	M3	12:40:46 AM	1:09:02 AM	0:28:16
2009-0236	M7	1:00:08 PM	1:08:38 PM	0:08:30	2012-0530	M3	5:30:15 PM	5:57:58 PM	0:27:43
2008-2767	M3	11:49:55 PM	11:58:23 PM	0:08:28	2010-2555	M2	4:07:08 PM	4:34:32 PM	0:27:24
2007-2475	M3	1:27:30 AM	1:35:57 AM	0:08:27	2011-0938	M2	2:40:48 PM	3:08:08 PM	0:27:20
2008-2525	M3	11:32:33 PM	11:40:57 PM	0:08:24	2001-2444	M1	1:41:35 PM	2:08:52 PM	0:27:17
2009-2990	M3	12:56:14 PM	1:04:38 PM	0:08:24	2001-2541	M2	11:34:55 AM	12:02:12 PM	0:27:17
2008-2673	M3	4:20:32 AM	4:28:54 AM	0:08:22	2006-2222	M3	12:22:11 AM	12:49:28 AM	0:27:17
2008-3410	M1	2:12:59 AM	2:21:21 AM	0:08:22	2009-2454	M2	12:46:53 PM	1:14:09 PM	0:27:16
2011-0251	M2	3:59:28 PM	4:07:49 PM	0:08:21	2003-1567	M2	4:42:15 PM	5:09:24 PM	0:27:09
2012-0652	M3	12:30:42 AM	12:39:02 AM	0:08:20	2011-0600	M1	5:01:58 PM	5:29:05 PM	0:27:07
2001-2469	M3	4:29:40 PM	4:37:59 PM	0:08:19	2009-1124	M2	3:50:16 PM	4:17:07 PM	0:26:51
2005-0365	M3	2:39:41 PM	2:48:00 PM	0:08:19	2011-1935	M2	1:09:19 PM	1:36:09 PM	0:26:50
2006-1899	M1	8:17:09 PM	8:25:23 PM	0:08:14	2005-1590	M2	9:08:29 AM	9:35:19 AM	0:26:50
2006-1899	M3	8:17:09 PM	8:25:23 PM	0:08:14	2006-1895	M1	9:54:03 PM	10:20:47 PM	0:26:44
2012-1424	M2	4:36:03 PM	4:44:16 PM	0:08:13	2012-2497	M2	2:03:05 PM	2:29:45 PM	0:26:40
2011-0981	M3	10:49:36 PM	10:57:46 PM	0:08:10	2008-0059	M2	1:29:01 PM	1:55:23 PM	0:26:22
2001-1600	M3	12:38:55 PM	12:47:04 PM	0:08:09	2004-0201	M2	8:25:27 PM	8:51:39 PM	0:26:12
2010-0114	M3	5:57:43 AM	6:05:51 AM	0:08:08	2006-0919	M1	2:47:23 PM	3:13:16 PM	0:25:53
2011-0804	M1	7:11:37 PM	7:19:44 PM	0:08:07	2009-2920	M1	7:17:16 PM	7:42:57 PM	0:25:41
2012-1064	M1	12:06:54 PM	12:15:01 PM	0:08:07	2009-0237	M2	1:06:59 PM	1:32:13 PM	0:25:14
2011-0315	M1	12:24:31 PM	12:32:37 PM	0:08:06	2004-0309	M3	7:07:37 AM	7:32:37 AM	0:25:00
2002-0604	M3	2:59:14 PM	3:07:18 PM	0:08:04	2002-2042	M2	3:59:03 PM	4:23:43 PM	0:24:40
2002-1605	M1	1:41:03 PM	1:49:07 PM	0:08:04	2002-1242	M2	1:04:15 PM	1:28:51 PM	0:24:36
2003-2825	M3	6:14:23 AM	6:22:26 AM	0:08:03	2010-2177	M2	2:22:20 PM	2:46:53 PM	0:24:33
2007-0953	M1	4:22:38 PM	4:30:39 PM	0:08:01	2003-0347	M3	4:07:06 PM	4:31:37 PM	0:24:31
2003-1540	M3	11:04:28 AM	11:12:28 AM	0:08:00	2007-1905	M2	9:16:02 AM	9:40:16 AM	0:24:14
2004-0898	M1	9:23:55 PM	9:31:55 PM	0:08:00	2001-2788	M2	12:21:26 PM	12:45:19 PM	0:23:53
2009-0968	M3	6:30:23 AM	6:38:21 AM	0:07:58	2002-2371	M3	3:58:49 PM	4:22:28 PM	0:23:39
2002-2090	M3	2:19:35 AM	2:27:32 AM	0:07:57	2003-1187	M3	10:34:08 AM	10:57:28 AM	0:23:20
2003-1841	M1	9:15:46 PM	9:23:41 PM	0:07:55	2001-0772	M2	7:29:18 PM	7:52:26 PM	0:23:08
2002-2315	M1	12:13:57 AM	12:21:52 AM	0:07:55	2008-3922	M2	8:14:07 PM	8:37:07 PM	0:23:00
2006-2826	M3	12:27:13 AM	12:35:08 AM	0:07:55	2003-0740	M1	10:38:05 AM	11:00:42 AM	0:22:37
2011-0381	M1	2:38:38 AM	2:46:33 AM	0:07:55	2003-0626	M1	11:04:27 AM	11:26:13 AM	0:21:46
2003-0087	M3	2:50:25 AM	2:58:19 AM	0:07:54	2003-0940	M1	3:16:50 PM	3:38:12 PM	0:21:22
2011-0264	M2	7:23:30 PM	7:31:22 PM	0:07:52	2006-0906	M2	12:54:22 PM	1:15:36 PM	0:21:14
2010-0880	M1	6:51:57 PM	6:59:49 PM	0:07:52	2001-0461	M2	1:32:44 PM	1:53:46 PM	0:21:02
2010-0880	M2	6:51:57 PM	6:59:49 PM	0:07:52	2002-2465	M2	12:18:52 PM	12:39:43 PM	0:20:51
2010-0880	M3	6:51:57 PM	6:59:49 PM	0:07:52	2005-1219	M2	4:14:03 PM	4:34:52 PM	0:20:49
2001-1187	M2	1:45:53 PM	1:53:44 PM	0:07:51	2008-1323	M1	2:27:27 PM	2:48:02 PM	0:20:35

2008-2544	M3	5:36:48 AM	5:44:39 AM	0:07:51	2008-0170	E9	11:57:20 PM	12:17:54 AM	0:20:34
2010-2752	M3	2:24:26 AM	2:32:17 AM	0:07:51	2002-0053	M2	12:22:51 PM	12:43:20 PM	0:20:29
2009-1991	M1	7:22:34 AM	7:30:24 AM	0:07:50	2011-2383	M2	3:15:09 PM	3:35:35 PM	0:20:26
2008-1274	M3	12:32:08 AM	12:39:57 AM	0:07:49	2011-2069	M3	4:31:48 PM	4:52:01 PM	0:20:13
2001-2550	M2	3:00:01 PM	3:07:45 PM	0:07:44	2009-2462	M1	1:18:15 PM	1:38:27 PM	0:20:12
2010-0319	M3	3:37:59 AM	3:45:43 AM	0:07:44	2003-2319	M2	1:41:16 PM	2:01:26 PM	0:20:10
2009-1062	M7	7:46:18 AM	7:54:01 AM	0:07:43	2006-1762	M2	5:23:40 PM	5:43:46 PM	0:20:06
2002-2479	M3	2:32:20 PM	2:40:02 PM	0:07:42	2002-2266	M1	4:11:05 PM	4:31:07 PM	0:20:02
2007-0660	M3	3:20:23 AM	3:28:04 AM	0:07:41	2010-2584	M3	5:00:42 AM	5:20:33 AM	0:19:51
2007-1701	M1	5:15:22 AM	5:23:02 AM	0:07:40	2007-2612	M3	11:44:35 AM	12:04:24 PM	0:19:49
2012-2150	M3	9:59:39 PM	10:07:19 PM	0:07:40	2008-2969	M2	3:29:43 PM	3:49:30 PM	0:19:47
2011-1398	M3	12:13:30 AM	12:21:08 AM	0:07:38	2006-1574	M2	1:04:26 PM	1:23:59 PM	0:19:33
2001-2288	M3	12:00:05 PM	12:07:42 PM	0:07:37	2003-0759	M2	2:09:54 PM	2:29:21 PM	0:19:27
2009-0452	M7	3:38:55 AM	3:46:32 AM	0:07:37	2002-2461	M1	12:04:44 PM	12:24:06 PM	0:19:22
2002-2784	M2	3:17:33 PM	3:25:09 PM	0:07:36	2010-1941	M3	2:36:22 PM	2:55:44 PM	0:19:22
2006-1500	M3	3:45:22 PM	3:52:55 PM	0:07:33	2006-2354	M2	9:19:17 AM	9:38:37 AM	0:19:20
2003-1286	M1	2:18:33 PM	2:26:05 PM	0:07:32	2002-0434	M2	12:41:07 PM	1:00:21 PM	0:19:14
2008-0599	M2	5:01:21 PM	5:08:53 PM	0:07:32	2010-0346	M7	1:17:08 PM	1:36:07 PM	0:18:59
2002-0447	M1	3:32:55 PM	3:40:25 PM	0:07:30	2006-0582	M2	5:17:13 PM	5:35:49 PM	0:18:36
2010-1260	M1	2:27:30 AM	2:34:59 AM	0:07:29	2006-0582	M3	5:17:13 PM	5:35:49 PM	0:18:36
2006-1553	M3	10:00:27 AM	10:07:55 AM	0:07:28	2002-0462	M2	6:24:06 PM	6:42:20 PM	0:18:14
2011-0135	M1	1:33:35 PM	1:41:01 PM	0:07:26	2012-2495	M2	1:01:06 PM	1:19:18 PM	0:18:12
2012-1369	M1	6:05:44 AM	6:13:10 AM	0:07:26	2007-2266	M1	12:21:18 PM	12:39:00 PM	0:17:42
2009-2488	M3	7:27:26 PM	7:34:51 PM	0:07:25	2011-2346	M2	9:49:37 AM	10:07:15 AM	0:17:38
2007-1269	M3	12:41:58 PM	12:49:23 PM	0:07:25	2009-0316	M2	1:31:43 PM	1:49:12 PM	0:17:29
2011-0756	M1	10:52:55 AM	11:00:20 AM	0:07:25	2002-0043	M1	11:10:38 AM	11:28:05 AM	0:17:27
2012-0095	M1	6:49:43 AM	6:57:08 AM	0:07:25	2010-1675	M1	11:28:13 AM	11:45:40 AM	0:17:27
2011-0286	M2	8:53:07 AM	9:00:31 AM	0:07:24	2011-1532	M2	12:40:11 PM	12:57:35 PM	0:17:24
2009-1961	M3	8:48:15 PM	8:55:38 PM	0:07:23	2006-0810	M2	12:41:35 PM	12:58:38 PM	0:17:03
2006-2939	M3	9:32:58 PM	9:40:19 PM	0:07:21	2011-1052	M2	7:02:06 PM	7:18:54 PM	0:16:48
2012-1997	M3	3:49:19 AM	3:56:39 AM	0:07:20	2007-3413	M3	1:13:09 PM	1:29:47 PM	0:16:38
2003-1117	M1	10:31:14 AM	10:38:31 AM	0:07:17	2007-1693	M3	11:47:37 PM	12:03:59 AM	0:16:22
2008-3395	M3	10:48:33 PM	10:55:50 PM	0:07:17	2002-2860	M1	1:42:04 PM	1:58:22 PM	0:16:18
2010-1944	M1	2:58:44 PM	3:06:01 PM	0:07:17	2002-2240	M3	11:02:08 AM	11:18:25 AM	0:16:17
2010-1944	M3	2:58:44 PM	3:06:01 PM	0:07:17	2007-1535	M1	2:58:41 PM	3:14:52 PM	0:16:11
2006-2329	M3	10:53:10 PM	11:00:26 PM	0:07:16	2009-0893	M3	3:21:35 PM	3:37:46 PM	0:16:11
2009-0173	M2	3:45:39 PM	3:52:55 PM	0:07:16	2007-2698	M2	8:06:24 AM	8:22:34 AM	0:16:10
2010-1443	M3	9:46:13 AM	9:53:28 AM	0:07:15	2009-1524	M2	2:21:22 PM	2:37:32 PM	0:16:10
2012-2166	M1	3:51:53 AM	3:59:07 AM	0:07:14	2006-2623	M2	4:44:25 PM	5:00:33 PM	0:16:08
2008-0183	M3	1:50:54 AM	1:58:08 AM	0:07:14	2004-1504	M2	4:47:24 PM	5:03:26 PM	0:16:02
2003-1916	M1	7:11:48 PM	7:19:01 PM	0:07:13	2003-1882	M1	12:08:29 PM	12:24:17 PM	0:15:48
2011-1134	M3	9:15:30 PM	9:22:43 PM	0:07:13	2008-0844	M2	5:03:17 PM	5:19:03 PM	0:15:46
2003-1393	M1	6:06:20 PM	6:13:32 PM	0:07:12	2009-2356	M3	3:03:42 PM	3:19:28 PM	0:15:46
2004-0550	M1	3:20:51 AM	3:28:03 AM	0:07:12	2006-0170	M2	4:12:22 PM	4:28:07 PM	0:15:45
2008-1153	M3	4:13:00 AM	4:20:11 AM	0:07:11	2007-1816	M3	10:40:49 AM	10:56:31 AM	0:15:42
2009-2358	M1	3:30:55 PM	3:38:04 PM	0:07:09	2007-3318	M1	5:39:40 PM	5:55:11 PM	0:15:31
2010-0053	M2	4:12:49 PM	4:19:57 PM	0:07:08	2005-1864	M2	10:16:35 AM	10:31:28 AM	0:14:53
2010-2008	M2	2:55:39 PM	3:02:47 PM	0:07:08	2008-3536	M1	10:27:04 PM	10:41:49 PM	0:14:45
2009-1289	M3	12:36:30 PM	12:43:38 PM	0:07:08	2005-1752	M1	1:30:18 AM	1:45:01 AM	0:14:43
2002-0158	M2	12:35:16 PM	12:42:23 PM	0:07:07	2002-0596	M2	2:20:07 PM	2:34:50 PM	0:14:43
2002-0158	M3	12:35:16 PM	12:42:23 PM	0:07:07	2001-0455	M1	12:24:05 PM	12:38:41 PM	0:14:36
2002-1861	M2	1:28:39 PM	1:35:46 PM	0:07:07	2009-3058	M3	2:27:23 AM	2:41:56 AM	0:14:33
2008-3378	M3	7:14:21 PM	7:21:28 PM	0:07:07	2001-0327	M2	11:23:29 PM	11:37:58 PM	0:14:29
2012-1695	M3	12:43:28 PM	12:50:34 PM	0:07:06	2004-1013	M2	5:15:58 PM	5:30:26 PM	0:14:28
2011-0809	M1	9:23:28 PM	9:30:33 PM	0:07:05	2010-1957	M2	6:00:06 PM	6:14:32 PM	0:14:26
2007-0692	M3	12:14:41 PM	12:21:44 PM	0:07:03	2002-0459	M2	5:22:05 PM	5:36:27 PM	0:14:22
2009-2104	M1	10:27:35 AM	10:34:37 AM	0:07:02	2002-2977	M2	1:04:15 PM	1:18:37 PM	0:14:22
2005-0591	M3	9:25:22 AM	9:32:23 AM	0:07:01	2007-3254	M2	8:54:09 AM	9:08:24 AM	0:14:15
2010-1216	M1	2:13:03 PM	2:20:04 PM	0:07:01					
2011-2110	M1	2:44:16 AM	2:51:17 AM	0:07:01					
2005-0272	M2	6:22:44 AM	6:29:44 AM	0:07:00					
2007-0886	M2	9:11:28 AM	9:18:28 AM	0:07:00					
2002-1438	M3	10:32:49 AM	10:39:48 AM	0:06:59					
2007-3749	M3	8:27:15 PM	8:34:14 PM	0:06:59					
2008-3448	M2	10:54:23 AM	11:01:22 AM	0:06:59					
2010-0497	M1	11:07:33 PM	11:14:32 PM	0:06:59					
2011-2186	M1	9:03:04 PM	9:10:01 PM	0:06:57					
2001-1446	M1	3:14:02 AM	3:20:58 AM	0:06:56					
2004-0323	M3	12:18:18 PM	12:25:14 PM	0:06:56					
2007-2138	M1	12:23:37 PM	12:30:33 PM	0:06:56					
2007-1287	M1	3:24:15 PM	3:31:10 PM	0:06:55					
2002-0394	M1	12:04:03 AM	12:10:58 AM	0:06:55					
2001-0341	M1	1:30:06 AM	1:37:00 AM	0:06:54					
2002-1738	M2	1:59:06 PM	2:06:00 PM	0:06:54					

2011-1073	M3	12:55:12 AM	1:02:06 AM	0:06:54
2009-1648	M7	7:13:13 PM	7:20:06 PM	0:06:53
2007-3787	M1	6:07:49 AM	6:14:42 AM	0:06:53
2003-1891	M2	3:07:20 PM	3:14:12 PM	0:06:52
2008-1468	M1	6:19:10 PM	6:26:02 PM	0:06:52
2008-1468	M3	6:19:10 PM	6:26:02 PM	0:06:52
2006-2076	M3	3:57:50 PM	4:04:42 PM	0:06:52
2001-0072	M1	2:19:36 PM	2:26:27 PM	0:06:51
2009-1118	M3	2:57:05 PM	3:03:55 PM	0:06:50
2012-0880	M3	3:01:00 AM	3:07:50 AM	0:06:50
2006-0793	M1	10:34:45 AM	10:41:33 AM	0:06:48
2009-0440	M3	1:35:50 AM	1:42:38 AM	0:06:48
2003-0194	M3	2:21:51 AM	2:28:38 AM	0:06:47
2010-2092	M2	5:08:35 PM	5:15:22 PM	0:06:47
2006-0400	M3	12:12:07 AM	12:18:54 AM	0:06:47
2002-2154	M3	3:15:05 PM	3:21:51 PM	0:06:46
2012-2073	M3	6:48:50 AM	6:55:36 AM	0:06:46
2008-2307	M1	6:32:50 AM	6:39:35 AM	0:06:45
2012-0974	M1	6:20:09 AM	6:26:54 AM	0:06:45
2012-1892	M1	3:39:21 PM	3:46:05 PM	0:06:44
2008-2408	M3	4:28:38 AM	4:35:21 AM	0:06:43
2009-2089	M7	5:02:34 AM	5:09:17 AM	0:06:43
2010-0203	M1	12:48:38 AM	12:55:21 AM	0:06:43
2004-1135	M2	10:27:40 AM	10:34:22 AM	0:06:42
2011-0585	M1	2:24:43 PM	2:31:25 PM	0:06:42
2007-0779	M3	3:25:09 AM	3:31:51 AM	0:06:42
2006-0817	M3	2:05:22 PM	2:12:03 PM	0:06:41
2009-0157	M1	2:10:03 PM	2:16:44 PM	0:06:41
2003-1852	M1	3:41:10 AM	3:47:51 AM	0:06:41
2007-2694	M3	2:39:38 AM	2:46:18 AM	0:06:40
2002-0787	M1	7:50:42 AM	7:57:21 AM	0:06:39
2008-1273	M1	12:28:06 AM	12:34:45 AM	0:06:39
2009-1591	M7	9:39:40 AM	9:46:19 AM	0:06:39
2010-1426	M1	2:45:25 AM	2:52:04 AM	0:06:39
2007-1551	M3	6:20:06 PM	6:26:45 PM	0:06:39
2010-1729	M3	11:24:01 PM	11:30:40 PM	0:06:39
2011-2655	M1	11:38:34 PM	11:45:12 PM	0:06:38
2001-1045	M1	9:51:10 PM	9:57:47 PM	0:06:37
2001-0039	M1	4:51:25 AM	4:58:01 AM	0:06:36
2002-1254	M1	3:09:05 PM	3:15:41 PM	0:06:36
2008-3263	M2	6:54:01 PM	7:00:37 PM	0:06:36
2010-2089	M1	4:34:17 PM	4:40:53 PM	0:06:36
2001-1809	M2	9:33:27 AM	9:40:03 AM	0:06:36
2010-1658	M3	3:35:18 AM	3:41:53 AM	0:06:35
2002-0354	M1	2:11:28 PM	2:18:03 PM	0:06:35
2008-3186	M1	3:47:02 AM	3:53:37 AM	0:06:35
2009-1988	M7	6:52:02 AM	6:58:37 AM	0:06:35
2009-2202	M1	1:15:35 AM	1:22:10 AM	0:06:35
2001-1431	M1	11:30:32 PM	11:37:06 PM	0:06:34
2007-1787	M1	11:03:41 PM	11:10:15 PM	0:06:34
2003-1177	M1	3:30:35 AM	3:37:09 AM	0:06:34
2003-0560	M1	5:22:36 PM	5:29:09 PM	0:06:33
2007-0881	M3	7:09:40 AM	7:16:13 AM	0:06:33
2007-3786	M3	3:50:47 AM	3:57:20 AM	0:06:33
2011-0453	M3	10:10:04 PM	10:16:37 PM	0:06:33
2012-0277	M2	12:34:59 PM	12:41:32 PM	0:06:33
2002-0150	M1	11:18:04 AM	11:24:37 AM	0:06:33
2002-0874	M2	5:10:59 AM	5:17:32 AM	0:06:33
2001-1541	M3	11:08:16 PM	11:14:48 PM	0:06:32
2002-0940	M1	8:12:18 PM	8:18:49 PM	0:06:31
2012-1933	M3	3:28:15 AM	3:34:46 AM	0:06:31
2001-2042	M3	12:17:05 PM	12:23:35 PM	0:06:30
2003-1556	M3	3:02:58 PM	3:09:28 PM	0:06:30
2007-1810	M2	9:50:07 AM	9:56:37 AM	0:06:30
2010-1039	M1	10:44:49 AM	10:51:19 AM	0:06:30
2003-0204	M1	6:44:03 AM	6:50:32 AM	0:06:29
2008-3116	M2	2:26:17 PM	2:32:46 PM	0:06:29
2008-3663	M1	2:26:46 AM	2:33:15 AM	0:06:29
2003-2151	M2	10:04:27 PM	10:10:56 PM	0:06:29
2007-2200	M1	8:17:10 PM	8:23:39 PM	0:06:29
2011-2326	M3	10:53:48 PM	11:00:16 PM	0:06:28
2007-0109	M1	2:28:28 AM	2:34:56 AM	0:06:28
2011-2430	M3	8:44:58 PM	8:51:25 PM	0:06:27
2008-3656	M3	12:36:51 AM	12:43:18 AM	0:06:27

2005-2200	M2	5:41:12 PM	5:47:38 PM	0:06:26
2011-1403	M1	5:17:07 AM	5:23:33 AM	0:06:26
2001-0268	M3	1:29:04 PM	1:35:29 PM	0:06:25
2003-1539	M1	10:51:15 AM	10:57:40 AM	0:06:25
2003-1539	M2	10:51:15 AM	10:57:40 AM	0:06:25
2009-1078	M2	10:07:47 AM	10:14:12 AM	0:06:25
2012-2226	M3	12:11:17 AM	12:17:42 AM	0:06:25
2003-0459	M2	5:59:08 PM	6:05:32 PM	0:06:24
2006-2603	M1	2:09:36 PM	2:16:00 PM	0:06:24
2007-3402	M3	12:14:22 PM	12:20:46 PM	0:06:24
2002-2928	M1	2:42:44 AM	2:49:08 AM	0:06:24
2012-2376	M1	2:33:56 AM	2:40:20 AM	0:06:24
2010-1758	M2	9:49:42 AM	9:56:05 AM	0:06:23
2010-0645	M1	2:17:37 PM	2:24:00 PM	0:06:23
2010-2432	M1	9:54:04 AM	10:00:27 AM	0:06:23
2002-2356	M3	2:04:22 PM	2:10:44 PM	0:06:22
2003-0760	M3	2:18:01 PM	2:24:23 PM	0:06:22
2009-1669	M3	12:46:35 AM	12:52:57 AM	0:06:22
2010-2330	M3	11:55:49 PM	12:02:11 AM	0:06:22
2007-3851	M3	5:47:39 PM	5:54:01 PM	0:06:22
2008-3678	M2	9:46:41 AM	9:53:02 AM	0:06:21
2001-2299	M1	3:14:55 PM	3:21:15 PM	0:06:20
2007-2929	M3	11:22:51 PM	11:29:11 PM	0:06:20
2008-3634	M1	9:24:03 PM	9:30:23 PM	0:06:20
2009-1879	M1	2:29:41 AM	2:36:01 AM	0:06:20
2004-0543	M3	11:13:59 PM	11:20:19 PM	0:06:20
2009-0993	M7	10:08:06 AM	10:14:26 AM	0:06:20
2006-0122	M1	7:40:55 AM	7:47:14 AM	0:06:19
2002-1376	M2	6:05:13 PM	6:11:32 PM	0:06:19
2004-0307	M3	3:37:14 AM	3:43:33 AM	0:06:19
2005-2560	M1	11:55:58 PM	12:02:17 AM	0:06:19
2008-0586	M2	3:13:38 PM	3:19:56 PM	0:06:18
2002-0669	M1	6:15:15 AM	6:21:32 AM	0:06:17
2003-1892	M1	3:05:18 PM	3:11:35 PM	0:06:17
2006-2385	M2	4:51:19 PM	4:57:36 PM	0:06:17
2009-2009	M3	11:49:20 AM	11:55:37 AM	0:06:17
2011-0151	M1	3:04:27 PM	3:10:44 PM	0:06:17
2005-1485	M2	3:43:03 AM	3:49:19 AM	0:06:16
2009-2526	M3	6:05:09 AM	6:11:25 AM	0:06:16
2012-2435	M1	5:02:51 PM	5:09:07 PM	0:06:16
2008-1673	M1	3:00:39 PM	3:06:54 PM	0:06:15
2005-0325	M2	11:01:42 PM	11:07:57 PM	0:06:15
2003-1942	M1	5:55:49 AM	6:02:03 AM	0:06:14
2003-2010	M2	3:11:04 AM	3:17:18 AM	0:06:14
2009-0264	M1	8:45:49 PM	8:52:03 PM	0:06:14
2010-0837	M3	11:18:58 AM	11:25:11 AM	0:06:13
2008-3669	M1	6:11:31 AM	6:17:44 AM	0:06:13
2012-2295	M1	9:01:51 AM	9:08:04 AM	0:06:13
2006-1789	M1	8:23:20 PM	8:29:32 PM	0:06:12
2009-3149	M1	12:50:41 AM	12:56:53 AM	0:06:12
2003-1722	M2	12:00:58 PM	12:07:09 PM	0:06:11
2005-1166	M1	5:07:15 AM	5:13:26 AM	0:06:11
2010-0681	M1	7:18:31 PM	7:24:42 PM	0:06:11
2002-0301	M1	9:51:51 PM	9:58:01 PM	0:06:10
2002-2261	M2	4:02:41 PM	4:08:51 PM	0:06:10
2011-0158	M3	4:34:33 PM	4:40:43 PM	0:06:10
2002-2644	M3	12:09:14 AM	12:15:24 AM	0:06:10
2003-1686	M1	1:45:53 AM	1:52:03 AM	0:06:10
2010-0275	M2	6:42:44 PM	6:48:54 PM	0:06:10
2001-1907	M2	12:57:25 AM	1:03:34 AM	0:06:09
2008-2306	M3	6:23:50 AM	6:29:59 AM	0:06:09
2008-3575	M1	12:33:50 PM	12:39:59 PM	0:06:09
2003-1184	M3	6:50:31 AM	6:56:39 AM	0:06:08
2006-2786	M3	5:31:48 PM	5:37:56 PM	0:06:08
2008-1970	M2	12:31:34 PM	12:37:42 PM	0:06:08
2012-1471	M1	5:40:34 AM	5:46:42 AM	0:06:08
2003-1616	M1	4:40:53 AM	4:47:00 AM	0:06:07
2012-2515	M1	4:07:00 PM	4:13:07 PM	0:06:07
2008-2244	M1	7:04:38 PM	7:10:44 PM	0:06:06
2008-3676	M3	9:35:34 AM	9:41:40 AM	0:06:06
2009-1480	M3	12:56:06 AM	1:02:12 AM	0:06:06
2003-0419	M2	12:46:09 PM	12:52:14 PM	0:06:05
2003-1767	M2	10:59:53 PM	11:05:58 PM	0:06:05
2003-1957	M2	10:57:06 AM	11:03:11 AM	0:06:05

2006-1719	M1	12:07:12 AM	12:13:17 AM	0:06:05
2008-2518	M1	9:53:11 PM	9:59:16 PM	0:06:05
2008-3049	M3	1:10:30 AM	1:16:35 AM	0:06:05
2010-1894	M1	10:00:01 PM	10:06:06 PM	0:06:05
2011-1828	M1	5:47:55 AM	5:54:00 AM	0:06:05
2011-2392	M3	4:17:54 PM	4:23:59 PM	0:06:05
2005-2326	M2	4:02:48 AM	4:08:52 AM	0:06:04
2009-3108	M1	1:22:41 PM	1:28:45 PM	0:06:04
2010-2611	M2	1:58:05 PM	2:04:09 PM	0:06:04
2011-0278	M1	5:56:59 AM	6:03:03 AM	0:06:04
2011-1124	M3	5:59:59 PM	6:06:03 PM	0:06:04
2006-3006	M3	1:21:03 PM	1:27:07 PM	0:06:04
2011-0083	M1	10:32:50 PM	10:38:54 PM	0:06:04
2006-2959	M1	6:01:14 AM	6:07:17 AM	0:06:03
2002-0191	M2	5:50:37 PM	5:56:40 PM	0:06:03
2003-1924	M3	9:29:23 PM	9:35:26 PM	0:06:03
2008-1187	M1	12:59:34 PM	1:05:37 PM	0:06:03
2011-2340	M1	5:55:26 AM	6:01:29 AM	0:06:03
2012-2255	M3	12:33:59 PM	12:40:02 PM	0:06:03
2012-2308	M1	11:53:33 AM	11:59:36 AM	0:06:03
2002-0660	M2	1:48:19 AM	1:54:21 AM	0:06:02
2006-1802	M3	10:46:05 PM	10:52:07 PM	0:06:02
2007-3766	M1	11:08:32 PM	11:14:34 PM	0:06:02
2001-2306	M3	3:58:32 PM	4:04:34 PM	0:06:02
2003-0109	M3	8:54:43 AM	9:00:45 AM	0:06:02
2010-0212	M1	4:35:54 AM	4:41:55 AM	0:06:01
2004-1056	M3	11:45:11 AM	11:51:12 AM	0:06:01
2007-0220	M1	10:28:11 PM	10:34:12 PM	0:06:01
2007-2646	M3	4:06:45 PM	4:12:46 PM	0:06:01
2007-0872	M3	1:03:29 AM	1:09:29 AM	0:06:00
2009-2311	M3	5:36:21 AM	5:42:21 AM	0:06:00
2012-2224	M3	11:48:50 PM	11:54:49 PM	0:05:59
2001-1582	M2	9:54:57 AM	10:00:55 AM	0:05:58
2009-0208	M1	2:29:56 AM	2:35:54 AM	0:05:58
2010-0064	M3	5:25:19 PM	5:31:17 PM	0:05:58
2012-1519	M1	3:15:33 PM	3:21:31 PM	0:05:58
2012-1770	M1	2:52:03 AM	2:58:01 AM	0:05:58
2004-0546	M2	12:52:19 AM	12:58:16 AM	0:05:57
2005-1661	M1	6:30:27 AM	6:36:24 AM	0:05:57
2003-1311	M3	7:13:29 PM	7:19:25 PM	0:05:56
2007-0801	M3	11:05:29 AM	11:11:24 AM	0:05:55
2011-1292	M3	2:12:23 PM	2:18:18 PM	0:05:55
2012-0863	M3	11:38:38 PM	11:44:33 PM	0:05:55
2008-0472	M1	1:16:08 PM	1:22:02 PM	0:05:54
2008-2240	M3	5:54:26 PM	6:00:20 PM	0:05:54
2009-1499	M1	8:45:20 AM	8:51:14 AM	0:05:54
2011-1264	M3	4:12:52 AM	4:18:46 AM	0:05:54
2006-2368	M3	1:52:28 PM	1:58:22 PM	0:05:54
2002-1150	M2	5:23:44 PM	5:29:37 PM	0:05:53
2006-2831	M1	1:51:51 AM	1:57:44 AM	0:05:53
2007-1827	M1	1:47:46 PM	1:53:39 PM	0:05:53
2008-2441	M1	11:42:27 AM	11:48:20 AM	0:05:53
2001-2851	M1	6:21:31 AM	6:27:23 AM	0:05:52
2002-1601	M3	1:01:52 PM	1:07:44 PM	0:05:52
2006-0358	M3	3:43:05 PM	3:48:57 PM	0:05:52
2011-1442	M3	2:23:33 PM	2:29:25 PM	0:05:52
2007-0081	M1	7:37:10 PM	7:43:01 PM	0:05:51
2011-0645	M3	2:16:52 AM	2:22:43 AM	0:05:51
2006-2234	M1	4:35:50 AM	4:41:41 AM	0:05:51
2012-2069	M3	4:29:29 AM	4:35:20 AM	0:05:51
2003-0202	M3	5:32:28 AM	5:38:18 AM	0:05:50
2003-2564	M1	8:03:56 PM	8:09:46 PM	0:05:50
2005-1051	M3	3:49:52 PM	3:55:42 PM	0:05:50
2005-1061	M2	7:42:56 PM	7:48:46 PM	0:05:50
2006-1349	M1	9:35:02 PM	9:40:52 PM	0:05:50
2008-3729	M2	7:00:49 PM	7:06:39 PM	0:05:50
2012-2340	M1	5:36:47 PM	5:42:37 PM	0:05:50
2008-0361	M1	2:09:04 PM	2:14:53 PM	0:05:49
2008-1373	M3	11:21:56 PM	11:27:45 PM	0:05:49
2002-0185	M2	4:31:09 PM	4:36:57 PM	0:05:48
2002-2312	M1	11:47:02 PM	11:52:50 PM	0:05:48
2003-1270	M3	10:07:16 AM	10:13:04 AM	0:05:48
2007-1656	M3	5:57:23 PM	6:03:11 PM	0:05:48
2007-3238	M1	1:32:17 AM	1:38:05 AM	0:05:48

2008-3091	M3	11:27:05 AM	11:32:53 AM	0:05:48
2008-4009	M3	10:33:54 AM	10:39:42 AM	0:05:48
2010-2420	M3	12:28:19 AM	12:34:07 AM	0:05:48
2003-0930	M2	2:05:55 PM	2:11:43 PM	0:05:48
2002-0945	M3	8:25:26 PM	8:31:13 PM	0:05:47
2003-0392	M1	3:16:13 AM	3:22:00 AM	0:05:47
2008-1486	M3	8:44:57 PM	8:50:44 PM	0:05:47
2008-2415	M2	8:31:13 AM	8:37:00 AM	0:05:47
2005-0504	M1	2:42:11 AM	2:47:58 AM	0:05:47
2009-1066	M3	8:11:33 AM	8:17:19 AM	0:05:46
2009-2426	M3	8:47:30 AM	8:53:16 AM	0:05:46
2010-0247	M1	2:01:27 PM	2:07:12 PM	0:05:45
2012-2490	M2	11:20:20 AM	11:26:05 AM	0:05:45
2002-2204	M1	11:35:34 PM	11:41:18 PM	0:05:44
2003-0015	M1	5:28:27 AM	5:34:11 AM	0:05:44
2007-2214	M1	9:48:08 PM	9:53:52 PM	0:05:44
2008-1262	M2	10:53:23 PM	10:59:06 PM	0:05:43
2009-1171	M1	6:30:41 AM	6:36:24 AM	0:05:43
2011-0012	M3	2:39:22 AM	2:45:05 AM	0:05:43
2007-2254	M2	8:37:23 AM	8:43:06 AM	0:05:43
2011-0086	M3	11:14:50 PM	11:20:33 PM	0:05:43
2004-0329	M3	5:04:11 PM	5:09:53 PM	0:05:42
2008-3878	M1	3:57:14 PM	4:02:56 PM	0:05:42
2010-1806	M1	3:02:52 AM	3:08:34 AM	0:05:42
2011-1811	M3	11:37:44 PM	11:43:26 PM	0:05:42
2010-2671	M2	8:58:54 AM	9:04:36 AM	0:05:42
2005-0255	M1	7:45:35 PM	7:51:16 PM	0:05:41
2001-1953	M2	1:27:27 PM	1:33:08 PM	0:05:41
2005-1749	M1	11:41:11 PM	11:46:52 PM	0:05:41
2001-1565	M1	6:40:11 AM	6:45:51 AM	0:05:40
2004-0622	M3	6:51:57 AM	6:57:37 AM	0:05:40
2007-1364	M3	12:03:27 AM	12:09:07 AM	0:05:40
2012-0687	M3	2:12:55 PM	2:18:35 PM	0:05:40
2003-0608	M1	4:12:45 AM	4:18:25 AM	0:05:40
2006-1351	M3	9:46:22 PM	9:52:02 PM	0:05:40
2005-1901	M3	4:27:29 PM	4:33:08 PM	0:05:39
2012-1337	M3	4:55:01 PM	5:00:40 PM	0:05:39
2002-0266	M2	2:38:17 PM	2:43:55 PM	0:05:38
2006-2874	M2	12:23:59 PM	12:29:37 PM	0:05:38
2009-2644	M3	10:22:40 AM	10:28:18 AM	0:05:38
2001-0438	M3	7:04:07 AM	7:09:44 AM	0:05:37
2005-2229	M1	10:55:43 PM	11:01:20 PM	0:05:37
2007-3364	M1	6:51:19 AM	6:56:56 AM	0:05:37
2007-3901	M3	10:57:05 PM	11:02:41 PM	0:05:36
2008-0860	M3	7:17:42 PM	7:23:18 PM	0:05:36
2009-0803	M7	1:14:38 AM	1:20:14 AM	0:05:36
2009-1087	M3	11:59:23 AM	12:04:59 PM	0:05:36
2002-2534	M3	11:10:17 PM	11:15:52 PM	0:05:35
2004-0142	M3	9:17:41 AM	9:23:16 AM	0:05:35
2005-2177	M1	2:44:32 PM	2:50:07 PM	0:05:35
2008-0421	M1	2:09:45 AM	2:15:20 AM	0:05:35
2012-0679	M1	12:46:07 PM	12:51:42 PM	0:05:35
2003-0545	M3	2:39:35 PM	2:45:10 PM	0:05:35
2003-2637	M1	7:22:04 PM	7:27:39 PM	0:05:35
2008-2284	M1	12:25:36 AM	12:31:11 AM	0:05:35
2012-0844	M1	6:00:30 PM	6:06:05 PM	0:05:35
2002-1467	M2	2:46:41 PM	2:52:15 PM	0:05:34
2005-2068	M2	4:09:10 PM	4:14:44 PM	0:05:34
2010-1556	M2	8:10:37 AM	8:16:11 AM	0:05:34
2011-0905	M3	11:36:04 PM	11:41:38 PM	0:05:34
2012-2453	M3	8:47:52 PM	8:53:26 PM	0:05:34
2010-0339	M2	12:36:30 PM	12:42:04 PM	0:05:34
2005-1013	M2	7:30:23 PM	7:35:56 PM	0:05:33
2001-1054	M2	3:02:04 AM	3:07:37 AM	0:05:33
2002-3009	M3	7:38:13 PM	7:43:46 PM	0:05:33
2007-0735	M3	6:38:06 PM	6:43:39 PM	0:05:33
2007-1688	M3	11:08:27 PM	11:14:00 PM	0:05:33
2007-3120	M1	6:18:58 AM	6:24:31 AM	0:05:33
2010-1958	M3	6:05:22 PM	6:10:55 PM	0:05:33
2012-0978	M2	9:18:25 AM	9:23:58 AM	0:05:33
2003-0655	M3	3:51:02 PM	3:56:34 PM	0:05:32
2004-0382	M3	7:41:31 PM	7:47:03 PM	0:05:32
2007-3696	M1	1:05:28 PM	1:11:00 PM	0:05:32
2011-1642	M3	10:04:54 PM	10:10:26 PM	0:05:32

2010-2221	M3	7:38:02 PM	7:43:34 PM	0:05:32
2012-1858	M1	5:51:51 AM	5:57:23 AM	0:05:32
2002-0087	M1	5:52:06 PM	5:57:37 PM	0:05:31
2008-2111	M2	10:02:03 PM	10:07:34 PM	0:05:31
2010-0206	M3	1:34:10 AM	1:39:41 AM	0:05:31
2010-1913	M3	6:04:28 AM	6:09:59 AM	0:05:31
2005-1413	M2	10:20:15 AM	10:25:46 AM	0:05:31
2002-1905	M2	10:46:07 PM	10:51:37 PM	0:05:30
2008-2170	M3	5:36:54 AM	5:42:24 AM	0:05:30
2011-1255	M1	1:38:44 AM	1:44:14 AM	0:05:30
2012-2480	M1	2:59:41 AM	3:05:11 AM	0:05:30
2001-1342	M3	2:24:09 AM	2:29:38 AM	0:05:29
2001-2520	M2	2:43:03 AM	2:48:32 AM	0:05:29
2002-1258	M3	3:55:15 PM	4:00:44 PM	0:05:29
2007-3355	M1	1:51:19 AM	1:56:48 AM	0:05:29
2002-1694	M3	7:37:14 AM	7:42:43 AM	0:05:29
2005-1260	M2	3:28:37 AM	3:34:05 AM	0:05:28
2006-1066	M1	7:38:28 AM	7:43:56 AM	0:05:28
2006-2031	M1	4:23:39 AM	4:29:07 AM	0:05:28
2007-3242	M3	5:33:59 AM	5:39:27 AM	0:05:28
2007-3498	M1	2:35:56 AM	2:41:24 AM	0:05:28
2008-2526	M1	11:45:14 PM	11:50:41 PM	0:05:27
2008-4004	M2	9:23:36 AM	9:29:03 AM	0:05:27
2010-2561	M3	6:32:59 PM	6:38:26 PM	0:05:27
2012-2322	M1	2:44:29 PM	2:49:56 PM	0:05:27
2003-2755	M3	8:11:45 AM	8:17:12 AM	0:05:27
2007-2461	M3	10:49:20 PM	10:54:47 PM	0:05:27
2008-0257	M3	4:01:43 PM	4:07:10 PM	0:05:27
2012-1405	M3	2:00:29 PM	2:05:56 PM	0:05:27
2007-2099	M1	11:44:07 PM	11:49:33 PM	0:05:26
2008-1499	M1	12:31:20 AM	12:36:46 AM	0:05:26
2010-2622	M1	3:32:00 PM	3:37:26 PM	0:05:26
2011-0253	M1	4:14:56 PM	4:20:22 PM	0:05:26
2007-3126	M2	8:22:46 AM	8:28:12 AM	0:05:26
2010-0350	M1	2:12:01 PM	2:17:27 PM	0:05:26
2010-0636	M3	1:15:14 PM	1:20:39 PM	0:05:25
2010-1013	M1	12:00:23 AM	12:05:48 AM	0:05:25
2001-0040	M3	5:15:03 AM	5:20:28 AM	0:05:25
2002-2120	M1	11:12:41 AM	11:18:06 AM	0:05:25
2006-0306	M1	12:46:42 AM	12:52:07 AM	0:05:25
2006-1694	M1	6:14:24 PM	6:19:49 PM	0:05:25
2008-0363	M2	2:25:16 PM	2:30:41 PM	0:05:25
2012-0010	M1	4:40:06 AM	4:45:31 AM	0:05:25
2012-1504	M3	1:58:11 PM	2:03:36 PM	0:05:25
2002-0057	M1	1:06:17 PM	1:11:41 PM	0:05:24
2003-2524	M1	3:47:22 PM	3:52:46 PM	0:05:24
2007-3737	M1	6:27:28 PM	6:32:52 PM	0:05:24
2007-0176	M1	4:17:31 PM	4:22:55 PM	0:05:24
2010-2582	M1	2:15:17 AM	2:20:41 AM	0:05:24
2012-0255	M3	4:30:55 AM	4:36:19 AM	0:05:24
2005-0679	M1	3:46:10 AM	3:51:33 AM	0:05:23
2007-2243	M3	1:18:54 AM	1:24:17 AM	0:05:23
2008-3995	M2	4:23:30 AM	4:28:53 AM	0:05:23
2011-2633	M2	4:48:59 PM	4:54:22 PM	0:05:23
2012-2473	M3	12:11:23 AM	12:16:46 AM	0:05:23
2004-0926	M2	11:44:20 AM	11:49:43 AM	0:05:23
2012-2010	M3	1:04:15 PM	1:09:38 PM	0:05:23
2002-0865	M1	10:28:06 PM	10:33:28 PM	0:05:22
2007-2905	M3	8:32:44 PM	8:38:06 PM	0:05:22
2009-3036	M1	8:32:28 PM	8:37:50 PM	0:05:22
2006-2941	M2	10:05:10 PM	10:10:32 PM	0:05:22
2007-3108	M3	2:40:12 AM	2:45:34 AM	0:05:22
2008-2702	M3	12:32:08 PM	12:37:30 PM	0:05:22
2010-0903	M1	11:14:36 PM	11:19:58 PM	0:05:22
2011-0270	M3	9:56:55 PM	10:02:17 PM	0:05:22
2001-2235	M3	8:40:24 PM	8:45:45 PM	0:05:21
2005-0225	M1	11:20:17 AM	11:25:38 AM	0:05:21
2005-1943	M2	5:09:21 AM	5:14:42 AM	0:05:21
2007-0669	M1	7:05:45 AM	7:11:06 AM	0:05:21
2009-1554	M3	10:36:16 PM	10:41:37 PM	0:05:21
2009-2613	M3	10:44:09 PM	10:49:30 PM	0:05:21
2011-1705	M1	8:35:31 PM	8:40:52 PM	0:05:21
2011-2074	M1	5:18:38 PM	5:23:59 PM	0:05:21
2012-2180	M3	11:33:19 AM	11:38:40 AM	0:05:21

2006-2212	M1	9:43:05 PM	9:48:26 PM	0:05:21
2007-1097	M3	7:26:07 PM	7:31:28 PM	0:05:21
2008-2618	M3	3:40:56 PM	3:46:17 PM	0:05:21
2012-1579	M1	2:32:46 AM	2:38:07 AM	0:05:21
2006-0974	M1	3:17:14 AM	3:22:34 AM	0:05:20
2007-0165	M2	3:30:50 PM	3:36:10 PM	0:05:20
2007-0845	E9	5:56:06 PM	6:01:26 PM	0:05:20
2012-0015	M1	7:29:23 AM	7:34:43 AM	0:05:20
2001-2070	M1	6:34:59 PM	6:40:18 PM	0:05:19
2004-0458	M2	12:01:09 AM	12:06:28 AM	0:05:19
2004-1068	M3	2:11:50 PM	2:17:09 PM	0:05:19
2007-0112	M3	4:21:05 AM	4:26:24 AM	0:05:19
2007-3187	M2	5:53:10 PM	5:58:28 PM	0:05:18
2009-1873	M3	12:54:05 AM	12:59:23 AM	0:05:18
2011-0263	M1	7:17:56 PM	7:23:14 PM	0:05:18
2011-1181	M1	11:59:52 AM	12:05:10 PM	0:05:18
2011-1334	M1	7:36:02 AM	7:41:20 AM	0:05:18
2002-0972	M3	7:56:09 AM	8:01:27 AM	0:05:18
2004-1763	M2	2:31:45 AM	2:37:02 AM	0:05:17
2004-1918	M2	9:09:31 AM	9:14:48 AM	0:05:17
2004-2030	M3	4:14:48 PM	4:20:05 PM	0:05:17
2008-1738	M3	11:17:27 PM	11:22:44 PM	0:05:17
2011-1834	M3	8:51:14 AM	8:56:31 AM	0:05:17
2002-1032	M3	3:40:47 PM	3:46:03 PM	0:05:16
2006-1751	M1	2:48:04 PM	2:53:20 PM	0:05:16
2009-2608	M3	10:05:32 PM	10:10:48 PM	0:05:16
2011-1111	M1	3:49:08 PM	3:54:24 PM	0:05:16
2001-2268	M1	8:57:13 AM	9:02:28 AM	0:05:15
2003-0674	M2	8:16:18 PM	8:21:33 PM	0:05:15
2006-2710	M3	2:35:43 AM	2:40:58 AM	0:05:15
2007-0174	M3	4:11:04 PM	4:16:19 PM	0:05:15
2010-1580	M3	1:24:34 PM	1:29:49 PM	0:05:15
2011-0951	M1	4:20:22 PM	4:25:37 PM	0:05:15
2011-2243	M3	3:02:17 AM	3:07:32 AM	0:05:15
2011-2445	M1	11:44:16 PM	11:49:31 PM	0:05:15
2011-2255	M3	8:52:32 AM	8:57:47 AM	0:05:15
2004-1810	M2	8:10:11 PM	8:15:25 PM	0:05:14
2010-0071	M3	6:50:00 PM	6:55:14 PM	0:05:14
2005-0463	M3	3:49:02 PM	3:54:16 PM	0:05:14
2007-3896	M2	10:04:40 PM	10:09:54 PM	0:05:14
2008-1256	M1	9:23:51 PM	9:29:05 PM	0:05:14
2008-1630	M3	4:17:49 AM	4:23:03 AM	0:05:14
2008-1701	M1	6:56:05 PM	7:01:19 PM	0:05:14
2008-2686	M3	9:40:16 AM	9:45:30 AM	0:05:14
2011-0622	M3	8:47:38 PM	8:52:52 PM	0:05:14
2005-0264	M3	12:20:10 AM	12:25:23 AM	0:05:13
2008-2555	M3	9:50:30 AM	9:55:43 AM	0:05:13
2009-0481	M3	11:40:43 AM	11:45:56 AM	0:05:13
2011-0610	M3	7:03:16 PM	7:08:29 PM	0:05:13
2002-2998	M1	4:35:42 PM	4:40:55 PM	0:05:13
2007-0016	M3	4:51:48 AM	4:57:01 AM	0:05:13
2007-2000	M1	4:04:49 AM	4:10:02 AM	0:05:13
2009-0920	M3	6:01:22 PM	6:06:35 PM	0:05:13
2010-0678	M2	7:12:56 PM	7:18:09 PM	0:05:13
2002-0121	M2	1:53:19 AM	1:58:31 AM	0:05:12
2002-0891	M1	11:03:35 AM	11:08:47 AM	0:05:12
2002-1627	M3	4:27:36 PM	4:32:48 PM	0:05:12
2003-0985	M1	10:53:19 PM	10:58:31 PM	0:05:12
2005-1298	M2	8:41:13 PM	8:46:25 PM	0:05:12
2007-0680	M2	9:43:38 AM	9:48:50 AM	0:05:12
2009-0221	M3	7:26:44 AM	7:31:56 AM	0:05:12
2009-1905	M1	11:58:49 AM	12:04:01 PM	0:05:12
2009-2214	M3	4:24:08 AM	4:29:20 AM	0:05:12
2009-2891	M3	3:43:50 PM	3:49:02 PM	0:05:12
2002-1921	M3	5:50:26 AM	5:55:37 AM	0:05:11
2007-1268	M1	12:35:48 PM	12:40:59 PM	0:05:11
2009-2730	M3	4:16:38 AM	4:21:49 AM	0:05:11
2003-0852	M1	3:01:15 PM	3:06:26 PM	0:05:11
2007-1690	M1	11:34:00 PM	11:39:11 PM	0:05:11
2008-1623	M1	1:12:35 AM	1:17:46 AM	0:05:11
2008-2939	M2	9:57:15 AM	10:02:26 AM	0:05:11
2002-2991	M1	3:03:29 PM	3:08:39 PM	0:05:10
2003-0431	M1	2:30:16 PM	2:35:26 PM	0:05:10
2005-2424	M1	7:49:19 AM	7:54:29 AM	0:05:10

2006-1648	M1	9:06:34 AM	9:11:44 AM	0:05:10
2008-0772	M1	3:41:44 AM	3:46:54 AM	0:05:10
2008-3252	M1	5:39:11 PM	5:44:21 PM	0:05:10
2010-2058	M3	5:30:00 AM	5:35:10 AM	0:05:10
2011-0187	M3	1:00:41 AM	1:05:51 AM	0:05:10
2011-0418	M2	1:56:37 PM	2:01:47 PM	0:05:10
2003-1269	M1	9:50:53 AM	9:56:03 AM	0:05:10
2004-0931	M3	12:36:33 PM	12:41:42 PM	0:05:09
2005-1907	M2	5:21:45 PM	5:26:54 PM	0:05:09
2007-3260	M3	9:34:23 AM	9:39:32 AM	0:05:09
2008-0527	M1	11:28:35 PM	11:33:44 PM	0:05:09
2007-1453	M1	9:11:22 PM	9:16:30 PM	0:05:08
2008-0171	M3	12:00:56 AM	12:06:04 AM	0:05:08
2004-0129	M1	4:25:18 AM	4:30:26 AM	0:05:08
2006-1452	M1	11:27:45 PM	11:32:53 PM	0:05:08
2007-2123	M2	9:22:52 AM	9:28:00 AM	0:05:08
2009-0586	M1	8:34:33 PM	8:39:41 PM	0:05:08
2010-1494	M2	5:37:49 PM	5:42:57 PM	0:05:08
2001-0126	M3	10:46:48 PM	10:51:55 PM	0:05:07
2003-1299	M1	4:59:40 PM	5:04:47 PM	0:05:07
2005-0589	M2	9:23:16 AM	9:28:23 AM	0:05:07
2008-2382	M1	9:44:42 PM	9:49:49 PM	0:05:07
2010-0254	M3	3:22:26 PM	3:27:33 PM	0:05:07
2011-0480	M3	10:27:51 AM	10:32:58 AM	0:05:07
2012-2225	M1	12:09:52 AM	12:14:59 AM	0:05:07
2009-1158	M1	11:34:55 PM	11:40:02 PM	0:05:07
2010-0592	M3	1:33:02 AM	1:38:08 AM	0:05:06
2002-1839	M3	10:58:28 AM	11:03:34 AM	0:05:06
2009-0665	M3	9:47:39 AM	9:52:45 AM	0:05:06
2008-1924	M3	5:02:13 AM	5:07:18 AM	0:05:05
2001-2495	M3	10:29:47 PM	10:34:52 PM	0:05:05
2006-2836	M3	2:53:52 AM	2:58:57 AM	0:05:05
2008-2464	M1	2:29:00 PM	2:34:05 PM	0:05:05
2011-1446	M1	3:11:32 PM	3:16:37 PM	0:05:05
2011-1910	M2	9:16:14 AM	9:21:19 AM	0:05:05
2001-1668	M2	2:17:19 AM	2:22:23 AM	0:05:04
2001-2693	M3	8:43:57 AM	8:49:01 AM	0:05:04
2002-1637	M2	6:37:38 PM	6:42:42 PM	0:05:04
2007-3830	M3	3:16:06 PM	3:21:10 PM	0:05:04
2011-0451	M1	9:32:38 PM	9:37:42 PM	0:05:04
2011-0993	M3	4:34:43 AM	4:39:47 AM	0:05:04
2001-0843	M1	8:35:47 PM	8:40:50 PM	0:05:03
2009-0605	M3	9:51:20 PM	9:56:23 PM	0:05:03
2011-2638	M1	5:37:19 PM	5:42:22 PM	0:05:03
2006-1290	M1	4:16:36 AM	4:21:38 AM	0:05:02
2007-0236	M3	1:10:19 AM	1:15:21 AM	0:05:02
2007-1814	M1	10:29:13 AM	10:34:15 AM	0:05:02
2010-1805	M3	2:19:17 AM	2:24:19 AM	0:05:02
2012-2244	M3	10:42:56 AM	10:47:58 AM	0:05:02
2003-2676	M3	8:33:07 AM	8:38:09 AM	0:05:02
2009-1766	M3	1:18:22 AM	1:23:24 AM	0:05:02
2007-1883	M3	12:47:16 AM	12:52:17 AM	0:05:01
2001-1239	M1	11:32:01 PM	11:37:02 PM	0:05:01
2006-1058	M1	1:38:23 AM	1:43:24 AM	0:05:01
2007-2027	M3	2:48:56 PM	2:53:57 PM	0:05:01
2008-1002	M3	2:54:57 PM	2:59:58 PM	0:05:01
2010-2277	M1	1:36:39 PM	1:41:40 PM	0:05:01
2012-0100	M1	10:52:46 AM	10:57:47 AM	0:05:01
2004-0001	M2	12:05:46 AM	12:10:46 AM	0:05:00
2010-0583	M1	10:17:23 PM	10:22:23 PM	0:05:00
2012-2007	M2	11:34:24 AM	11:39:24 AM	0:05:00
2007-2773	M1	8:22:08 PM	8:27:08 PM	0:05:00
2009-1981	M3	1:27:38 AM	1:32:38 AM	0:05:00
2012-1198	M1	10:59:27 PM	11:04:27 PM	0:05:00
2005-0992	M1	1:38:33 PM	1:43:32 PM	0:04:59
2006-2272	M1	1:29:41 PM	1:34:40 PM	0:04:59
2007-1641	M1	3:29:59 PM	3:34:58 PM	0:04:59
2007-3091	M1	11:36:12 PM	11:41:11 PM	0:04:59
2010-2604	M2	11:45:18 AM	11:50:17 AM	0:04:59
2001-0231	M3	1:49:47 AM	1:54:46 AM	0:04:59
2011-0674	M3	10:08:33 AM	10:13:32 AM	0:04:59
2006-1062	M3	3:50:46 AM	3:55:44 AM	0:04:58
2001-2727	M2	6:18:04 PM	6:23:02 PM	0:04:58
2002-1557	M2	7:36:22 AM	7:41:20 AM	0:04:58

2008-2776	M3	1:11:17 AM	1:16:15 AM	0:04:58
2010-1181	M2	9:06:50 AM	9:11:48 AM	0:04:58
2004-0188	M3	5:26:44 PM	5:31:41 PM	0:04:57
2006-1739	M3	10:55:33 AM	11:00:30 AM	0:04:57
2009-3137	M3	8:20:49 PM	8:25:46 PM	0:04:57
2011-0313	M3	12:19:13 PM	12:24:10 PM	0:04:57
2012-0090	M3	12:58:42 AM	1:03:39 AM	0:04:57
2012-0167	M1	5:53:21 AM	5:58:18 AM	0:04:57
2008-1960	M1	12:11:34 PM	12:16:31 PM	0:04:57
2002-2289	M3	7:28:15 PM	7:33:11 PM	0:04:56
2003-0571	M1	9:29:03 PM	9:33:59 PM	0:04:56
2007-0791	M2	8:07:00 AM	8:11:56 AM	0:04:56
2007-3304	M3	3:34:23 PM	3:39:19 PM	0:04:56
2010-0006	M3	4:56:37 AM	5:01:33 AM	0:04:56
2011-1287	M1	1:25:33 PM	1:30:29 PM	0:04:56
2005-0417	M1	7:41:01 AM	7:45:56 AM	0:04:55
2005-1206	M1	2:02:23 PM	2:07:18 PM	0:04:55
2007-3202	M1	8:31:34 PM	8:36:29 PM	0:04:55
2011-0942	M1	3:06:40 PM	3:11:35 PM	0:04:55
2003-0062	M3	5:49:42 PM	5:54:37 PM	0:04:55
2003-0654	M2	3:43:27 PM	3:48:22 PM	0:04:55
2003-1434	M3	9:17:27 AM	9:22:22 AM	0:04:55
2008-3565	M1	11:13:42 AM	11:18:37 AM	0:04:55
2009-1184	M1	11:04:50 AM	11:09:45 AM	0:04:55
2005-0271	M1	3:05:36 AM	3:10:30 AM	0:04:54
2007-0649	M2	2:27:16 AM	2:32:10 AM	0:04:54
2007-1437	M2	7:19:15 PM	7:24:09 PM	0:04:54
2008-1471	M2	6:43:02 PM	6:47:56 PM	0:04:54
2008-1632	M1	5:53:22 AM	5:58:16 AM	0:04:54
2009-1496	M1	7:18:26 AM	7:23:20 AM	0:04:54
2010-1990	M3	9:40:26 AM	9:45:20 AM	0:04:54
2011-2641	M3	5:39:46 PM	5:44:40 PM	0:04:54
2001-1774	M1	11:14:39 PM	11:19:33 PM	0:04:54
2006-2721	M3	7:27:09 AM	7:32:03 AM	0:04:54
2012-2134	M1	7:15:24 PM	7:20:18 PM	0:04:54
2007-3887	M2	9:12:43 PM	9:17:36 PM	0:04:53
2008-2261	M3	9:02:01 PM	9:06:54 PM	0:04:53
2008-2502	M3	7:37:35 PM	7:42:28 PM	0:04:53
2010-1401	M3	7:30:37 PM	7:35:30 PM	0:04:53
2012-0124	M1	3:02:09 PM	3:07:02 PM	0:04:53
2007-1660	M1	6:29:15 PM	6:34:07 PM	0:04:52
2007-2133	M1	11:15:42 AM	11:20:34 AM	0:04:52
2009-1189	M2	11:33:11 AM	11:38:03 AM	0:04:52
2009-1792	M1	10:32:08 AM	10:37:00 AM	0:04:52
2010-1575	M2	12:49:12 PM	12:54:04 PM	0:04:52
2001-2973	M3	1:35:10 PM	1:40:02 PM	0:04:52
2002-0554	M1	11:41:17 PM	11:46:09 PM	0:04:52
2005-0827	M3	4:16:01 AM	4:20:53 AM	0:04:52
2007-1246	M1	3:45:08 AM	3:50:00 AM	0:04:52
2009-1601	M7	11:51:14 AM	11:56:06 AM	0:04:52
2012-2116	M1	4:39:30 PM	4:44:22 PM	0:04:52
2001-0324	M3	10:09:19 PM	10:14:10 PM	0:04:51
2001-1984	M1	6:38:16 PM	6:43:07 PM	0:04:51
2002-2559	M3	8:55:23 AM	9:00:14 AM	0:04:51
2002-2576	M3	11:50:52 AM	11:55:43 AM	0:04:51
2010-0236	M7	12:09:20 PM	12:14:11 PM	0:04:51
2010-2813	M1	9:43:56 PM	9:48:47 PM	0:04:51
2011-2102	M3	11:14:56 PM	11:19:47 PM	0:04:51
2011-2494	M3	12:19:03 PM	12:23:54 PM	0:04:51
2012-0085	M1	10:11:32 PM	10:16:23 PM	0:04:51
2009-2411	M1	6:58:28 AM	7:03:19 AM	0:04:51
2001-1294	M3	3:05:43 PM	3:10:33 PM	0:04:50
2002-2063	M3	9:28:27 PM	9:33:17 PM	0:04:50
2007-2296	M1	5:31:33 PM	5:36:23 PM	0:04:50
2008-2560	M2	10:19:10 AM	10:24:00 AM	0:04:50
2009-1964	M1	9:02:23 PM	9:07:13 PM	0:04:50
2010-0324	M3	9:24:58 AM	9:29:48 AM	0:04:50
2012-1031	M1	4:41:25 AM	4:46:15 AM	0:04:50
2012-2535	M3	9:30:32 PM	9:35:22 PM	0:04:50
2003-1357	M3	10:12:50 AM	10:17:39 AM	0:04:49
2007-1671	M1	9:38:02 PM	9:42:51 PM	0:04:49
2010-0790	M3	9:16:29 PM	9:21:18 PM	0:04:49
2010-2117	M1	9:25:08 PM	9:29:57 PM	0:04:49
2012-1703	M3	1:23:21 PM	1:28:10 PM	0:04:49

2001-0349	M2	4:26:36 AM	4:31:25 AM	0:04:49
2005-0957	M1	6:33:29 AM	6:38:18 AM	0:04:49
2009-0238	M1	1:13:52 PM	1:18:41 PM	0:04:49
2009-0466	M1	9:37:40 AM	9:42:29 AM	0:04:49
2011-0544	M3	11:35:57 PM	11:40:46 PM	0:04:49
2001-2488	M1	8:29:35 PM	8:34:23 PM	0:04:48
2002-2082	M1	1:13:11 AM	1:17:59 AM	0:04:48
2003-1606	M3	12:33:24 AM	12:38:12 AM	0:04:48
2004-0787	M3	11:31:14 PM	11:36:02 PM	0:04:48
2007-2861	M3	3:36:23 PM	3:41:11 PM	0:04:48
2007-0365	M2	8:49:51 PM	8:54:38 PM	0:04:47
2003-1738	M3	3:53:07 PM	3:57:54 PM	0:04:47
2008-2304	M2	5:31:52 AM	5:36:39 AM	0:04:47
2008-2542	M1	5:32:54 AM	5:37:41 AM	0:04:47
2004-1422	M1	8:33:39 AM	8:38:25 AM	0:04:46
2008-1683	M3	4:46:13 PM	4:50:59 PM	0:04:46
2011-0736	M1	11:09:52 PM	11:14:38 PM	0:04:46
2001-2373	M2	11:01:03 PM	11:05:48 PM	0:04:45
2002-0099	M1	9:07:31 PM	9:12:16 PM	0:04:45
2003-0929	M1	2:00:20 PM	2:05:05 PM	0:04:45
2006-1527	M3	11:10:33 PM	11:15:18 PM	0:04:45
2008-0584	M1	3:08:05 PM	3:12:50 PM	0:04:45
2008-1134	M3	12:45:01 AM	12:49:46 AM	0:04:45
2008-2896	M2	9:48:11 PM	9:52:56 PM	0:04:45
2009-1397	M3	1:13:29 PM	1:18:14 PM	0:04:45
2009-1979	M3	12:34:07 AM	12:38:52 AM	0:04:45
2009-2234	M3	12:38:32 PM	12:43:17 PM	0:04:45
2010-0196	M1	11:20:49 PM	11:25:34 PM	0:04:45
2012-0185	M3	11:48:08 AM	11:52:53 AM	0:04:45
2001-2225	M1	6:14:33 PM	6:19:17 PM	0:04:44
2008-0706	M1	4:19:49 PM	4:24:33 PM	0:04:44
2012-0318	M1	10:09:38 PM	10:14:22 PM	0:04:44
2005-1562	M1	8:49:55 PM	8:54:39 PM	0:04:44
2007-3165	M3	3:22:28 PM	3:27:12 PM	0:04:44
2008-4181	M1	2:58:02 PM	3:02:46 PM	0:04:44
2009-3003	M1	3:20:37 PM	3:25:21 PM	0:04:44
2012-0508	M1	9:49:40 AM	9:54:24 AM	0:04:44
2001-1372	M1	11:54:43 AM	11:59:26 AM	0:04:43
2007-0842	M1	5:33:01 PM	5:37:44 PM	0:04:43
2008-2791	M3	8:44:13 AM	8:48:56 AM	0:04:43
2010-2567	M3	9:12:01 PM	9:16:44 PM	0:04:43
2004-0220	M3	6:56:51 AM	7:01:34 AM	0:04:43
2006-1578	M3	1:26:15 PM	1:30:58 PM	0:04:43
2010-1224	M3	4:05:22 PM	4:10:05 PM	0:04:43
2011-1971	M1	7:25:43 PM	7:30:26 PM	0:04:43
2007-0374	M1	9:26:28 PM	9:31:10 PM	0:04:42
2005-1129	M1	4:26:41 PM	4:31:23 PM	0:04:42
2005-1129	M2	4:26:41 PM	4:31:23 PM	0:04:42
2006-2557	M1	2:33:01 AM	2:37:43 AM	0:04:42
2010-0924	M1	4:35:03 AM	4:39:45 AM	0:04:42
2011-1296	M1	4:00:37 PM	4:05:19 PM	0:04:42
2012-1843	M3	7:41:08 PM	7:45:50 PM	0:04:42
2002-0886	M3	9:13:24 AM	9:18:05 AM	0:04:41
2006-0396	M1	10:47:34 PM	10:52:15 PM	0:04:41
2008-2949	M3	12:34:01 PM	12:38:42 PM	0:04:41
2010-2004	M1	1:06:08 PM	1:10:49 PM	0:04:41
2012-0355	M2	11:58:31 AM	12:03:12 PM	0:04:41
2012-1329	M1	4:06:06 PM	4:10:47 PM	0:04:41
2001-1010	M3	3:02:12 PM	3:06:53 PM	0:04:41
2009-0269	M1	10:43:55 PM	10:48:36 PM	0:04:41
2010-1459	M3	11:17:40 AM	11:22:21 AM	0:04:41
2001-2963	M1	9:57:27 AM	10:02:07 AM	0:04:40
2003-2408	M3	2:35:02 AM	2:39:42 AM	0:04:40
2005-1838	M2	10:19:02 PM	10:23:42 PM	0:04:40
2007-0709	M1	2:38:21 PM	2:43:01 PM	0:04:40
2007-3629	M1	9:17:18 PM	9:21:58 PM	0:04:40
2009-3157	M1	6:41:41 AM	6:46:21 AM	0:04:40
2011-2307	M3	7:31:34 PM	7:36:14 PM	0:04:40
2012-1796	M1	1:49:17 PM	1:53:57 PM	0:04:40
2003-1324	M1	9:22:42 PM	9:27:22 PM	0:04:40
2003-0864	M2	6:45:43 PM	6:50:22 PM	0:04:39
2004-0556	M1	7:37:54 AM	7:42:33 AM	0:04:39
2007-0661	M3	3:34:09 AM	3:38:48 AM	0:04:39
2011-1489	M1	11:24:07 PM	11:28:46 PM	0:04:39

2012-0621	M3	4:09:32 PM	4:14:11 PM	0:04:39
2002-0316	M1	2:12:34 AM	2:17:12 AM	0:04:38
2007-0766	M2	11:38:20 PM	11:42:58 PM	0:04:38
2008-2540	M3	4:52:19 AM	4:56:57 AM	0:04:38
2008-2935	M1	5:15:34 AM	5:20:12 AM	0:04:38
2009-2502	M3	10:32:36 PM	10:37:14 PM	0:04:38
2010-2041	M3	9:14:39 PM	9:19:17 PM	0:04:38
2001-2668	M3	10:28:40 PM	10:33:18 PM	0:04:38
2004-1624	M1	6:49:38 AM	6:54:16 AM	0:04:38
2006-0294	M3	10:22:53 PM	10:27:31 PM	0:04:38
2009-2406	M1	4:26:55 AM	4:31:33 AM	0:04:38
2003-0939	M1	3:03:56 PM	3:08:33 PM	0:04:37
2003-1811	M1	12:09:41 PM	12:14:18 PM	0:04:37
2006-1916	M3	10:33:15 PM	10:37:52 PM	0:04:37
2009-1838	M1	5:01:58 PM	5:06:35 PM	0:04:37
2010-0873	M3	5:41:28 PM	5:46:05 PM	0:04:37
2011-2205	M3	10:42:05 AM	10:46:42 AM	0:04:37
2001-1997	M1	8:08:29 PM	8:13:05 PM	0:04:36
2002-0205	M3	8:58:44 PM	9:03:20 PM	0:04:36
2002-1995	M3	2:01:08 AM	2:05:44 AM	0:04:36
2007-1898	M2	8:23:22 AM	8:27:58 AM	0:04:36
2012-0668	M3	9:20:52 AM	9:25:28 AM	0:04:36
2007-1609	M2	10:40:13 AM	10:44:49 AM	0:04:36
2007-2574	M1	1:28:37 AM	1:33:13 AM	0:04:36
2012-0002	M3	12:21:18 AM	12:25:54 AM	0:04:36
2012-1935	M1	6:04:30 AM	6:09:06 AM	0:04:36
2012-2551	M1	11:42:54 PM	11:47:30 PM	0:04:36
2010-1670	M2	9:37:24 AM	9:41:59 AM	0:04:35
2004-0794	M3	3:22:18 AM	3:26:52 AM	0:04:34
2007-0237	M1	1:16:32 AM	1:21:06 AM	0:04:34
2008-0048	M3	12:29:23 PM	12:33:57 PM	0:04:34
2012-0624	M1	4:33:58 PM	4:38:32 PM	0:04:34
2001-1796	M1	5:13:36 AM	5:18:10 AM	0:04:34
2005-0779	M1	2:24:07 PM	2:28:41 PM	0:04:34
2006-1569	M1	12:37:41 PM	12:42:15 PM	0:04:34
2006-2719	M1	6:07:33 AM	6:12:07 AM	0:04:34
2009-2401	M1	1:18:15 AM	1:22:49 AM	0:04:34
2007-2087	M3	10:37:52 PM	10:42:25 PM	0:04:33
2010-0167	M1	6:33:04 PM	6:37:37 PM	0:04:33
2010-1023	M3	4:26:22 AM	4:30:55 AM	0:04:33
2011-1315	M3	9:38:21 PM	9:42:54 PM	0:04:33
2011-1693	M3	6:19:45 PM	6:24:18 PM	0:04:33
2004-1915	M1	7:50:14 AM	7:54:47 AM	0:04:33
2010-2592	M2	8:43:47 AM	8:48:20 AM	0:04:33
2003-0199	M1	4:40:24 AM	4:44:56 AM	0:04:32
2004-0861	M1	11:22:28 AM	11:27:00 AM	0:04:32
2007-2048	M2	5:12:19 PM	5:16:51 PM	0:04:32
2012-0024	M3	9:21:10 AM	9:25:42 AM	0:04:32
2006-0010	M3	4:06:48 AM	4:11:20 AM	0:04:32
2007-3731	M3	5:51:22 PM	5:55:54 PM	0:04:32
2011-0269	M1	8:37:48 PM	8:42:19 PM	0:04:31
2001-1194	M3	2:16:58 PM	2:21:29 PM	0:04:31
2003-0870	M1	8:17:07 PM	8:21:38 PM	0:04:31
2005-2293	M2	6:58:00 PM	7:02:31 PM	0:04:31
2007-0982	M3	9:21:29 PM	9:26:00 PM	0:04:31
2011-0009	M1	1:46:43 AM	1:51:14 AM	0:04:31
2012-1959	M1	1:47:51 PM	1:52:22 PM	0:04:31
2002-0120	M3	1:27:31 AM	1:32:01 AM	0:04:30
2002-2182	M1	8:21:13 PM	8:25:43 PM	0:04:30
2005-0721	M1	5:07:58 PM	5:12:28 PM	0:04:30
2006-1374	M2	8:21:29 AM	8:25:59 AM	0:04:30
2007-0083	M2	7:46:45 PM	7:51:15 PM	0:04:30
2007-2334	M3	11:49:30 PM	11:54:00 PM	0:04:30
2010-0981	M3	5:47:48 PM	5:52:18 PM	0:04:30
2011-0947	M3	4:10:08 PM	4:14:38 PM	0:04:30
2011-1341	M2	9:26:48 AM	9:31:18 AM	0:04:30
2011-2486	M3	11:04:11 AM	11:08:41 AM	0:04:30
2007-1092	M1	5:59:53 PM	6:04:23 PM	0:04:30
2009-2053	M3	6:14:38 PM	6:19:08 PM	0:04:30
2011-0517	M3	5:08:09 PM	5:12:39 PM	0:04:30
2001-1980	M1	5:46:08 PM	5:50:37 PM	0:04:29
2006-0310	M3	7:02:43 AM	7:07:12 AM	0:04:29
2009-0999	M3	11:03:31 AM	11:08:00 AM	0:04:29
2010-1786	M3	4:53:02 PM	4:57:31 PM	0:04:29

2011-0549	M1	1:26:01 AM	1:30:30 AM	0:04:29
2012-0931	M1	7:05:21 PM	7:09:50 PM	0:04:29
2006-1426	M2	5:15:04 PM	5:19:33 PM	0:04:29
2001-1450	M3	3:52:23 AM	3:56:51 AM	0:04:28
2003-1565	M3	4:33:45 PM	4:38:13 PM	0:04:28
2008-0499	M1	6:53:35 PM	6:58:03 PM	0:04:28
2001-1848	M1	3:51:47 PM	3:56:15 PM	0:04:28
2002-0699	M3	11:34:31 AM	11:38:59 AM	0:04:28
2004-0180	M1	4:24:02 PM	4:28:30 PM	0:04:28
2008-2385	M3	10:12:59 PM	10:17:27 PM	0:04:28
2009-2842	M3	5:28:48 AM	5:33:16 AM	0:04:28
2012-1787	M3	10:08:02 AM	10:12:30 AM	0:04:28
2002-0741	M3	6:12:48 PM	6:17:15 PM	0:04:27
2002-2357	M2	2:12:31 PM	2:16:58 PM	0:04:27
2006-0756	M2	5:54:19 PM	5:58:46 PM	0:04:27
2006-0992	M2	11:06:51 AM	11:11:18 AM	0:04:27
2007-2084	M1	10:19:39 PM	10:24:06 PM	0:04:27
2008-1208	M2	3:43:30 PM	3:47:57 PM	0:04:27
2006-2163	M1	2:40:53 PM	2:45:20 PM	0:04:27
2011-0498	M1	1:44:49 PM	1:49:15 PM	0:04:26
2003-0063	M1	5:54:11 PM	5:58:37 PM	0:04:26
2003-1150	M2	6:36:28 PM	6:40:54 PM	0:04:26
2005-1859	M3	10:01:51 AM	10:06:17 AM	0:04:26
2006-0982	M3	7:41:52 AM	7:46:18 AM	0:04:26
2006-2137	M2	10:03:18 AM	10:07:44 AM	0:04:26
2009-2500	M1	9:41:27 PM	9:45:53 PM	0:04:26
2010-1322	M3	7:00:45 PM	7:05:11 PM	0:04:26
2010-1379	M2	3:40:14 PM	3:44:40 PM	0:04:26
2011-1827	M3	5:43:57 AM	5:48:23 AM	0:04:26
2001-1783	M3	12:46:34 AM	12:50:59 AM	0:04:25
2009-2976	M1	9:23:31 AM	9:27:56 AM	0:04:25
2001-2586	M2	10:39:22 PM	10:43:47 PM	0:04:25
2006-1460	M3	4:54:18 AM	4:58:43 AM	0:04:25
2008-3073	M1	6:24:40 AM	6:29:05 AM	0:04:25
2009-3340	M3	8:19:10 PM	8:23:35 PM	0:04:25
2001-0018	M1	1:47:17 AM	1:51:41 AM	0:04:24
2005-1878	M1	12:05:06 PM	12:09:30 PM	0:04:24
2008-4208	M3	7:19:16 PM	7:23:40 PM	0:04:24
2009-0365	M3	6:27:23 PM	6:31:47 PM	0:04:24
2009-0980	M2	8:55:26 AM	8:59:50 AM	0:04:24
2012-2554	M1	11:54:21 PM	11:58:45 PM	0:04:24
2005-0525	M2	12:23:04 PM	12:27:27 PM	0:04:23
2001-0462	M3	1:35:44 PM	1:40:07 PM	0:04:23
2001-0818	M3	12:05:41 PM	12:10:04 PM	0:04:23
2004-0873	M2	2:55:32 PM	2:59:55 PM	0:04:23
2008-3570	M3	12:18:32 PM	12:22:55 PM	0:04:23
2010-1641	M1	11:20:37 PM	11:25:00 PM	0:04:23
2001-1309	M1	5:17:06 PM	5:21:28 PM	0:04:22
2002-0730	M2	4:23:14 PM	4:27:36 PM	0:04:22
2007-0698	M3	12:51:19 PM	12:55:41 PM	0:04:22
2009-2094	M3	8:40:48 AM	8:45:10 AM	0:04:22
2012-1488	M2	12:10:04 PM	12:14:26 PM	0:04:22
2003-1449	M1	11:14:04 AM	11:18:26 AM	0:04:22
2007-2438	M3	5:43:07 PM	5:47:29 PM	0:04:22
2009-2986	M2	12:06:31 PM	12:10:53 PM	0:04:22
2012-1548	M3	8:51:49 PM	8:56:11 PM	0:04:22
2001-0303	M3	6:35:02 PM	6:39:23 PM	0:04:21
2005-2536	M1	5:31:59 PM	5:36:20 PM	0:04:21
2008-3338	M3	12:38:41 PM	12:43:02 PM	0:04:21
2011-0716	M3	5:29:47 PM	5:34:08 PM	0:04:21
2011-1894	M3	11:01:22 PM	11:05:43 PM	0:04:21
2009-1196	M3	12:14:46 PM	12:19:07 PM	0:04:21
2001-1819	M2	11:41:28 AM	11:45:48 AM	0:04:20
2007-0496	M1	1:39:43 PM	1:44:03 PM	0:04:20
2007-3523	M2	8:41:53 AM	8:46:13 AM	0:04:20
2008-1607	M3	9:46:52 PM	9:51:12 PM	0:04:20
2002-2635	M1	10:24:46 PM	10:29:06 PM	0:04:20
2005-0444	M3	12:00:24 PM	12:04:44 PM	0:04:20
2008-0495	M3	5:44:57 PM	5:49:17 PM	0:04:20
2009-0523	M2	3:25:12 PM	3:29:32 PM	0:04:20
2009-3259	M1	5:16:34 AM	5:20:54 AM	0:04:20
2012-1551	M1	9:18:37 PM	9:22:57 PM	0:04:20
2004-1980	M3	9:14:36 PM	9:18:55 PM	0:04:19
2007-1744	M1	1:16:11 PM	1:20:30 PM	0:04:19

2011-0627	M3	9:46:17 PM	9:50:36 PM	0:04:19
2012-1572	M1	12:06:27 AM	12:10:46 AM	0:04:19
2012-2067	M1	3:55:24 AM	3:59:43 AM	0:04:19
2002-2937	M3	6:20:38 AM	6:24:57 AM	0:04:19
2011-0727	M1	8:37:20 PM	8:41:39 PM	0:04:19
2002-0934	M2	5:58:20 PM	6:02:38 PM	0:04:18
2003-0896	M1	3:23:43 AM	3:28:01 AM	0:04:18
2006-0014	M2	7:02:04 AM	7:06:22 AM	0:04:18
2010-1531	M1	10:40:39 PM	10:44:57 PM	0:04:18
2010-2344	M1	6:57:11 AM	7:01:29 AM	0:04:18
2010-2807	M3	8:01:34 PM	8:05:52 PM	0:04:18
2011-1796	M3	7:38:03 PM	7:42:21 PM	0:04:18
2002-2189	M3	9:54:11 PM	9:58:28 PM	0:04:17
2003-0416	M1	11:41:04 AM	11:45:21 AM	0:04:17
2005-1065	M2	8:09:02 PM	8:13:19 PM	0:04:17
2005-1490	M3	7:45:32 AM	7:49:49 AM	0:04:17
2006-2404	M3	8:06:10 PM	8:10:27 PM	0:04:17
2009-1491	M3	6:04:07 AM	6:08:24 AM	0:04:17
2012-2137	M3	7:54:11 PM	7:58:28 PM	0:04:17
2004-0181	M3	4:32:18 PM	4:36:35 PM	0:04:17
2004-1940	M3	1:30:46 PM	1:35:03 PM	0:04:17
2005-0764	M2	10:35:34 AM	10:39:51 AM	0:04:17
2007-3211	M1	9:22:20 PM	9:26:37 PM	0:04:17
2007-3211	M3	9:22:20 PM	9:26:37 PM	0:04:17
2008-1026	M2	4:37:35 PM	4:41:52 PM	0:04:17
2010-2194	M3	4:03:58 PM	4:08:15 PM	0:04:17
2011-2100	M1	10:26:42 PM	10:30:59 PM	0:04:17
2001-2916	M1	6:28:50 PM	6:33:06 PM	0:04:16
2012-0944	M3	8:00:39 PM	8:04:55 PM	0:04:16
2012-2206	M3	6:39:11 PM	6:43:27 PM	0:04:16
2003-1335	M3	3:18:32 AM	3:22:48 AM	0:04:16
2007-1222	M3	9:12:53 PM	9:17:09 PM	0:04:16
2006-1474	M1	10:33:26 AM	10:37:41 AM	0:04:15
2001-1059	M3	4:16:50 AM	4:21:05 AM	0:04:15
2003-0671	M3	7:25:26 PM	7:29:41 PM	0:04:15
2005-1718	M1	7:41:31 PM	7:45:46 PM	0:04:15
2006-2472	M1	2:02:03 PM	2:06:18 PM	0:04:15
2007-2427	M2	4:03:07 PM	4:07:22 PM	0:04:15
2010-0348	M3	1:22:57 PM	1:27:12 PM	0:04:15
2012-1560	M3	11:12:32 PM	11:16:47 PM	0:04:15
2001-0635	M1	7:42:16 AM	7:46:30 AM	0:04:14
2002-2274	M3	4:57:12 PM	5:01:26 PM	0:04:14
2009-3153	M3	2:38:01 AM	2:42:15 AM	0:04:14
2011-1079	M1	4:05:55 AM	4:10:09 AM	0:04:14
2001-1000	M2	1:35:24 PM	1:39:38 PM	0:04:14
2005-2123	M1	2:13:24 AM	2:17:38 AM	0:04:14
2007-0863	M1	10:16:39 PM	10:20:53 PM	0:04:14
2008-0956	M2	8:20:56 AM	8:25:10 AM	0:04:14
2009-1155	M3	10:23:04 PM	10:27:18 PM	0:04:14
2009-1751	M1	9:45:47 PM	9:50:01 PM	0:04:14
2011-1006	M2	9:38:15 AM	9:42:29 AM	0:04:14
2001-2542	M3	11:35:39 AM	11:39:52 AM	0:04:13
2003-0664	M1	6:31:51 PM	6:36:04 PM	0:04:13
2003-1829	M1	5:32:05 PM	5:36:18 PM	0:04:13
2007-0600	M1	10:23:31 PM	10:27:44 PM	0:04:13
2007-0695	M3	12:33:52 PM	12:38:05 PM	0:04:13
2007-3809	M2	12:25:29 PM	12:29:42 PM	0:04:13
2008-1054	M3	6:52:19 PM	6:56:32 PM	0:04:13
2012-0126	M3	3:14:15 PM	3:18:28 PM	0:04:13
2012-1891	M3	3:33:00 PM	3:37:13 PM	0:04:13
2007-3344	M1	10:31:03 PM	10:35:16 PM	0:04:13
2002-0399	M3	2:23:42 AM	2:27:54 AM	0:04:12
2002-2153	M1	3:17:15 PM	3:21:27 PM	0:04:12
2004-1474	M2	11:04:53 PM	11:09:05 PM	0:04:12
2006-2847	M2	8:42:12 AM	8:46:24 AM	0:04:12
2007-0369	M3	9:16:55 PM	9:21:07 PM	0:04:12
2008-2074	M3	7:56:52 PM	8:01:04 PM	0:04:12
2009-1563	M3	11:45:34 PM	11:49:46 PM	0:04:12
2011-2190	M3	10:18:43 PM	10:22:55 PM	0:04:12
2003-0783	M3	5:30:14 PM	5:34:25 PM	0:04:11
2004-1265	M2	9:50:36 PM	9:54:47 PM	0:04:11
2010-0084	M3	8:02:46 PM	8:06:57 PM	0:04:11
2008-1648	M2	10:44:35 AM	10:48:46 AM	0:04:11
2010-2496	M3	9:30:16 PM	9:34:27 PM	0:04:11

2001-0924	M1	8:22:43 PM	8:26:53 PM	0:04:10
2001-1274	M1	11:39:26 AM	11:43:36 AM	0:04:10
2001-1959	M3	2:27:49 PM	2:31:59 PM	0:04:10
2002-0278	M1	4:50:03 PM	4:54:13 PM	0:04:10
2002-2389	M1	7:28:10 PM	7:32:20 PM	0:04:10
2003-2582	M3	12:55:44 AM	12:59:54 AM	0:04:10
2005-1016	M2	8:30:49 PM	8:34:59 PM	0:04:10
2005-1319	M3	7:51:07 AM	7:55:17 AM	0:04:10
2006-1690	M1	5:12:03 PM	5:16:13 PM	0:04:10
2008-2377	M3	8:37:05 PM	8:41:15 PM	0:04:10
2009-1053	M3	11:03:52 PM	11:08:02 PM	0:04:10
2011-1343	M3	9:53:42 AM	9:57:52 AM	0:04:10
2012-2070	M1	4:54:54 AM	4:59:04 AM	0:04:10
2001-0414	M2	7:38:25 PM	7:42:34 PM	0:04:09
2003-2196	M1	12:27:46 PM	12:31:55 PM	0:04:09
2006-1216	M3	3:45:10 PM	3:49:19 PM	0:04:09
2007-2786	M3	10:34:52 PM	10:39:01 PM	0:04:09
2008-3710	M1	3:39:28 PM	3:43:37 PM	0:04:09
2010-2658	M3	11:18:34 PM	11:22:43 PM	0:04:09
2001-0424	M1	9:10:03 PM	9:14:12 PM	0:04:09
2004-1384	M1	1:12:50 PM	1:16:59 PM	0:04:09
2007-1380	M2	8:04:40 AM	8:08:49 AM	0:04:09
2008-2745	M3	5:22:54 PM	5:27:03 PM	0:04:09
2004-1919	M1	9:13:27 AM	9:17:35 AM	0:04:08
2005-2217	M1	8:16:56 PM	8:21:04 PM	0:04:08
2006-1875	M1	5:36:00 PM	5:40:08 PM	0:04:08
2008-0204	M2	8:02:21 AM	8:06:29 AM	0:04:08
2009-0475	M2	11:16:26 AM	11:20:34 AM	0:04:08
2009-2522	M1	4:48:47 AM	4:52:55 AM	0:04:08
2012-0439	M1	4:12:12 AM	4:16:20 AM	0:04:08
2006-0583	M1	5:23:16 PM	5:27:24 PM	0:04:08
2006-2984	M3	11:14:32 AM	11:18:39 AM	0:04:07
2001-1491	M3	2:15:06 PM	2:19:13 PM	0:04:07
2004-1821	M3	11:12:07 PM	11:16:14 PM	0:04:07
2005-2020	M2	6:53:36 AM	6:57:43 AM	0:04:07
2007-0144	M3	12:39:29 PM	12:43:36 PM	0:04:07
2008-1804	M2	3:09:28 PM	3:13:35 PM	0:04:07
2008-1904	M3	11:47:22 PM	11:51:29 PM	0:04:07
2001-0058	M2	12:01:18 PM	12:05:24 PM	0:04:06
2002-1968	M1	6:22:08 PM	6:26:14 PM	0:04:06
2004-0146	M1	9:50:36 AM	9:54:42 AM	0:04:06
2005-1007	M3	5:17:53 PM	5:21:59 PM	0:04:06
2005-0948	M2	8:58:17 PM	9:02:22 PM	0:04:05
2005-1297	M1	7:52:27 PM	7:56:32 PM	0:04:05
2006-3034	M2	6:36:42 PM	6:40:47 PM	0:04:05
2007-0719	M2	4:57:23 PM	5:01:28 PM	0:04:05
2007-1630	M3	2:30:50 PM	2:34:55 PM	0:04:05
2008-2247	M2	7:15:52 PM	7:19:57 PM	0:04:05
2008-4043	M2	3:09:16 PM	3:13:21 PM	0:04:05
2009-2487	M1	7:26:01 PM	7:30:06 PM	0:04:05
2010-2595	M2	9:23:55 AM	9:28:00 AM	0:04:05
2010-1020	M1	1:02:38 AM	1:06:43 AM	0:04:05
2004-1704	M1	11:18:07 AM	11:22:11 AM	0:04:04
2006-1336	M3	7:09:35 PM	7:13:39 PM	0:04:04
2006-1424	M3	5:08:55 PM	5:12:59 PM	0:04:04
2006-2728	M1	9:04:18 AM	9:08:22 AM	0:04:04
2007-1878	M1	10:47:40 PM	10:51:44 PM	0:04:04
2008-2637	M3	6:40:40 PM	6:44:44 PM	0:04:04
2009-1141	M1	7:50:50 PM	7:54:54 PM	0:04:04
2001-2659	M2	8:35:34 PM	8:39:37 PM	0:04:03
2002-1122	M2	12:27:01 PM	12:31:04 PM	0:04:03
2004-1677	M3	8:59:19 PM	9:03:22 PM	0:04:03
2008-0220	M3	10:11:23 AM	10:15:26 AM	0:04:03
2008-3526	M1	8:53:54 PM	8:57:57 PM	0:04:03
2011-1950	M3	3:43:45 PM	3:47:48 PM	0:04:03
2011-2175	M3	6:01:26 PM	6:05:29 PM	0:04:03
2012-2059	M3	12:38:41 AM	12:42:44 AM	0:04:03
2002-1668	M2	11:11:02 PM	11:15:05 PM	0:04:03
2005-0681	M3	3:50:13 AM	3:54:16 AM	0:04:03
2008-1013	M3	3:54:50 PM	3:58:53 PM	0:04:03
2010-0361	M1	4:13:39 PM	4:17:42 PM	0:04:03
2002-1607	M3	2:35:30 PM	2:39:32 PM	0:04:02
2010-0610	M2	8:40:12 AM	8:44:14 AM	0:04:02
2011-2211	M1	12:38:11 PM	12:42:13 PM	0:04:02

2012-0280	M1	1:18:45 PM	1:22:47 PM	0:04:02
2012-0886	M1	7:15:54 AM	7:19:56 AM	0:04:02
2001-1189	M1	1:26:21 PM	1:30:22 PM	0:04:01
2006-3037	M3	7:35:17 PM	7:39:18 PM	0:04:01
2007-2289	M1	4:46:37 PM	4:50:38 PM	0:04:01
2009-3065	M2	8:19:23 AM	8:23:24 AM	0:04:01
2010-1601	M1	4:20:37 PM	4:24:38 PM	0:04:01
2010-2147	M3	9:12:32 AM	9:16:33 AM	0:04:01
2002-0011	M2	12:37:10 AM	12:41:11 AM	0:04:01
2004-0790	M3	12:25:09 AM	12:29:10 AM	0:04:01
2006-0544	M1	8:58:26 AM	9:02:27 AM	0:04:01
2006-2659	M1	8:49:34 PM	8:53:35 PM	0:04:01
2007-1030	M2	9:58:19 AM	10:02:20 AM	0:04:01
2001-1868	M2	6:41:24 PM	6:45:24 PM	0:04:00
2006-1844	M3	1:17:35 PM	1:21:35 PM	0:04:00
2009-1721	M3	3:59:37 PM	4:03:37 PM	0:04:00
2011-0893	M1	7:23:36 PM	7:27:36 PM	0:04:00
2002-2034	M1	2:13:49 PM	2:17:48 PM	0:03:59
2001-2939	M3	11:58:43 PM	12:02:42 AM	0:03:59
2008-2681	M2	8:38:18 AM	8:42:17 AM	0:03:59
2009-2290	M1	9:38:03 PM	9:42:02 PM	0:03:59
2011-0199	M2	7:59:27 AM	8:03:26 AM	0:03:59
2012-0757	M3	2:02:16 PM	2:06:15 PM	0:03:59
2001-1802	M3	8:20:51 AM	8:24:49 AM	0:03:58
2006-2684	M1	11:29:14 PM	11:33:12 PM	0:03:58
2007-1868	M3	8:37:58 PM	8:41:56 PM	0:03:58
2008-0288	M3	7:37:17 PM	7:41:15 PM	0:03:58
2008-2036	M3	5:38:57 PM	5:42:55 PM	0:03:58
2008-4071	M1	6:15:21 PM	6:19:19 PM	0:03:58
2009-2372	M3	5:32:02 PM	5:36:00 PM	0:03:58
2003-0167	M2	7:06:46 PM	7:10:43 PM	0:03:57
2004-0726	M3	11:46:05 AM	11:50:02 AM	0:03:57
2005-0493	M3	9:19:43 PM	9:23:40 PM	0:03:57
2006-1258	M3	9:46:21 PM	9:50:18 PM	0:03:57
2006-2202	M3	8:01:51 PM	8:05:48 PM	0:03:57
2008-0502	M1	7:48:54 PM	7:52:51 PM	0:03:57
2008-2180	M3	9:08:55 AM	9:12:52 AM	0:03:57
2009-2131	M3	3:47:39 PM	3:51:36 PM	0:03:57
2010-2179	M1	2:26:20 PM	2:30:17 PM	0:03:57
2010-2219	M2	7:03:58 PM	7:07:55 PM	0:03:57
2001-0162	M1	11:29:32 AM	11:33:28 AM	0:03:56
2001-0320	M1	9:31:01 PM	9:34:57 PM	0:03:56
2001-1821	M3	11:57:54 AM	12:01:50 PM	0:03:56
2003-0313	M3	9:37:05 AM	9:41:01 AM	0:03:56
2004-1070	M1	2:14:45 PM	2:18:41 PM	0:03:56
2006-1512	M1	7:10:00 PM	7:13:56 PM	0:03:56
2008-3907	M3	6:34:36 PM	6:38:32 PM	0:03:56
2012-2248	M1	11:20:05 AM	11:24:01 AM	0:03:56
2004-1145	M3	12:03:22 PM	12:07:17 PM	0:03:55
2006-2673	M1	10:36:38 PM	10:40:33 PM	0:03:55
2006-3032	M1	6:03:43 PM	6:07:38 PM	0:03:55
2007-1850	M2	5:38:16 PM	5:42:11 PM	0:03:55
2007-2912	M1	8:46:41 PM	8:50:36 PM	0:03:55
2008-3598	M3	4:06:35 PM	4:10:30 PM	0:03:55
2004-2108	M1	3:03:41 PM	3:07:36 PM	0:03:55
2002-0632	M1	7:34:22 PM	7:38:16 PM	0:03:54
2003-1706	M3	9:11:30 AM	9:15:24 AM	0:03:54
2003-2555	M3	5:53:25 PM	5:57:19 PM	0:03:54
2006-0441	M1	12:47:32 PM	12:51:26 PM	0:03:54
2006-2405	M1	8:47:00 PM	8:50:54 PM	0:03:54
2008-2977	M1	3:55:03 PM	3:58:57 PM	0:03:54
2009-1315	M7	5:56:56 PM	6:00:50 PM	0:03:54
2002-1498	M3	7:42:19 PM	7:46:12 PM	0:03:53
2007-2674	M1	8:49:30 PM	8:53:23 PM	0:03:53
2008-3516	M3	7:48:07 PM	7:52:00 PM	0:03:53
2009-0256	M1	6:19:28 PM	6:23:21 PM	0:03:53
2001-0381	M2	12:18:57 PM	12:22:49 PM	0:03:52
2003-1955	M1	10:17:14 AM	10:21:06 AM	0:03:52
2005-1647	M2	9:49:58 PM	9:53:50 PM	0:03:52
2007-3461	M1	6:30:40 PM	6:34:32 PM	0:03:52
2007-3155	M1	1:50:33 PM	1:54:25 PM	0:03:52
2010-2255	M2	8:20:43 AM	8:24:34 AM	0:03:51
2003-2120	M2	12:35:16 PM	12:39:07 PM	0:03:51
2006-0274	M1	6:15:22 PM	6:19:13 PM	0:03:51

2008-3178	M1	3:17:24 AM	3:21:15 AM	0:03:51
2009-1143	M1	8:09:21 PM	8:13:12 PM	0:03:51
2009-2278	M2	7:18:57 PM	7:22:48 PM	0:03:51
2012-1193	M3	9:23:26 PM	9:27:17 PM	0:03:51
2002-0463	M3	6:49:07 PM	6:52:57 PM	0:03:50
2007-0921	M3	12:18:59 PM	12:22:49 PM	0:03:50
2009-2505	M1	10:46:23 PM	10:50:13 PM	0:03:50
2004-0284	M3	7:31:03 PM	7:34:53 PM	0:03:50
2008-0099	M3	6:04:51 PM	6:08:41 PM	0:03:50
2009-2375	M3	6:35:30 PM	6:39:20 PM	0:03:50
2001-1103	M1	4:04:36 PM	4:08:25 PM	0:03:49
2001-1540	M2	10:41:02 PM	10:44:51 PM	0:03:49
2001-1890	M1	10:03:57 PM	10:07:46 PM	0:03:49
2003-0375	M3	10:44:12 PM	10:48:01 PM	0:03:49
2003-2355	M1	3:31:44 PM	3:35:33 PM	0:03:49
2003-2607	M1	12:01:20 PM	12:05:09 PM	0:03:49
2004-1395	M1	5:40:48 PM	5:44:37 PM	0:03:49
2007-1075	M2	3:38:01 PM	3:41:50 PM	0:03:49
2007-2003	M2	8:16:47 AM	8:20:36 AM	0:03:49
2008-2631	M1	5:06:29 PM	5:10:18 PM	0:03:49
2008-3938	M1	9:05:36 PM	9:09:25 PM	0:03:49
2010-2456	M2	1:29:35 PM	1:33:24 PM	0:03:49
2011-2150	M1	2:19:17 PM	2:23:06 PM	0:03:49
2008-3482	M2	4:15:46 PM	4:19:35 PM	0:03:49
2005-0880	M1	5:38:09 PM	5:41:57 PM	0:03:48
2006-2353	M1	9:06:45 AM	9:10:33 AM	0:03:48
2001-1315	M2	6:21:37 PM	6:25:25 PM	0:03:48
2001-1750	M1	7:07:20 PM	7:11:08 PM	0:03:48
2002-0770	M2	1:27:44 AM	1:31:32 AM	0:03:48
2002-2683	M3	11:55:10 AM	11:58:58 AM	0:03:48
2002-2838	M3	9:15:14 AM	9:19:02 AM	0:03:48
2003-1721	M1	11:57:54 AM	12:01:42 PM	0:03:48
2004-1387	M2	1:34:48 PM	1:38:36 PM	0:03:48
2006-0116	M3	10:37:54 PM	10:41:42 PM	0:03:48
2007-3329	M3	7:24:49 PM	7:28:37 PM	0:03:48
2009-2872	M1	2:05:35 PM	2:09:23 PM	0:03:48
2010-0220	M2	9:34:29 AM	9:38:17 AM	0:03:48
2010-0489	M3	8:42:50 PM	8:46:38 PM	0:03:48
2011-1385	M2	6:03:06 PM	6:06:54 PM	0:03:48
2012-2130	M3	6:25:46 PM	6:29:34 PM	0:03:48
2001-0486	M3	7:00:05 PM	7:03:52 PM	0:03:47
2005-2289	M3	5:04:52 PM	5:08:39 PM	0:03:47
2009-0188	M3	7:20:56 PM	7:24:43 PM	0:03:47
2002-1918	M1	3:41:09 AM	3:44:56 AM	0:03:47
2004-2109	M3	3:06:47 PM	3:10:34 PM	0:03:47
2007-1284	M2	3:20:59 PM	3:24:46 PM	0:03:47
2007-2466	M1	11:36:48 PM	11:40:35 PM	0:03:47
2011-2541	M1	8:15:47 PM	8:19:34 PM	0:03:47
2005-1094	M2	8:31:20 AM	8:35:06 AM	0:03:46
2005-1543	M1	5:19:44 PM	5:23:30 PM	0:03:46
2005-2198	M2	5:25:00 PM	5:28:46 PM	0:03:46
2006-1090	M3	12:32:01 PM	12:35:47 PM	0:03:46
2007-2591	M2	8:43:28 AM	8:47:14 AM	0:03:46
2008-1046	M2	6:19:36 PM	6:23:22 PM	0:03:46
2008-1291	M2	9:01:02 AM	9:04:48 AM	0:03:46
2012-0215	M3	6:07:18 PM	6:11:04 PM	0:03:46
2012-1722	M1	4:51:44 PM	4:55:30 PM	0:03:46
2012-1722	M3	4:51:44 PM	4:55:30 PM	0:03:46
2011-1843	M3	11:06:04 AM	11:09:49 AM	0:03:45
2012-0293	M3	3:51:26 PM	3:55:11 PM	0:03:45
2012-2276	M3	8:43:32 PM	8:47:17 PM	0:03:45
2004-1825	M1	12:09:18 AM	12:13:03 AM	0:03:45
2009-1655	M3	9:00:30 PM	9:04:15 PM	0:03:45
2009-2275	M2	7:02:27 PM	7:06:12 PM	0:03:45
2009-2946	M3	10:54:43 PM	10:58:28 PM	0:03:45
2012-0347	M1	9:58:22 AM	10:02:07 AM	0:03:45
2001-1331	M2	10:33:19 PM	10:37:03 PM	0:03:44
2002-1959	M1	5:02:18 PM	5:06:02 PM	0:03:44
2005-2547	M2	8:52:23 PM	8:56:07 PM	0:03:44
2006-1543	M1	7:31:36 AM	7:35:20 AM	0:03:44
2006-2052	M2	11:38:43 AM	11:42:27 AM	0:03:44
2006-2300	M3	6:25:41 PM	6:29:25 PM	0:03:44
2008-3203	M2	8:48:05 AM	8:51:49 AM	0:03:44
2010-0427	M1	10:47:04 AM	10:50:48 AM	0:03:44

2005-1107	M3	11:20:29 AM	11:24:13 AM	0:03:44
2003-0867	M3	7:22:27 PM	7:26:10 PM	0:03:43
2009-2233	M2	12:23:36 PM	12:27:19 PM	0:03:43
2001-1386	M3	2:54:54 PM	2:58:37 PM	0:03:43
2002-2657	M1	5:09:37 AM	5:13:20 AM	0:03:43
2003-1412	M2	10:08:27 PM	10:12:10 PM	0:03:43
2005-1607	M3	12:07:02 PM	12:10:45 PM	0:03:43
2006-1435	M3	6:57:01 PM	7:00:44 PM	0:03:43
2006-1782	M3	7:40:57 PM	7:44:40 PM	0:03:43
2011-0438	M3	6:19:32 PM	6:23:15 PM	0:03:43
2011-1622	M3	5:01:57 PM	5:05:40 PM	0:03:43
2011-2221	M3	6:09:44 PM	6:13:27 PM	0:03:43
2012-0193	M3	1:35:59 PM	1:39:42 PM	0:03:43
2012-0997	M2	2:43:01 PM	2:46:44 PM	0:03:43
2003-0965	M3	7:27:40 PM	7:31:22 PM	0:03:42
2005-0635	M1	5:12:21 PM	5:16:03 PM	0:03:42
2006-2089	M1	8:02:56 PM	8:06:38 PM	0:03:42
2009-0297	M2	9:42:58 AM	9:46:40 AM	0:03:42
2008-3372	M3	6:24:07 PM	6:27:49 PM	0:03:42
2010-1139	M3	5:45:48 PM	5:49:30 PM	0:03:42
2010-2819	M3	11:37:31 PM	11:41:13 PM	0:03:42
2011-0883	M3	6:17:10 PM	6:20:52 PM	0:03:42
2002-0162	M1	12:52:32 PM	12:56:13 PM	0:03:41
2002-1884	M3	6:31:42 PM	6:35:23 PM	0:03:41
2004-1396	M3	6:00:03 PM	6:03:44 PM	0:03:41
2005-1970	M1	1:14:02 PM	1:17:43 PM	0:03:41
2007-1299	M3	4:28:31 PM	4:32:12 PM	0:03:41
2007-3325	M3	6:37:06 PM	6:40:47 PM	0:03:41
2007-3823	M3	2:24:30 PM	2:28:11 PM	0:03:41
2008-2083	M1	8:28:10 PM	8:31:51 PM	0:03:41
2009-1754	M7	10:06:44 PM	10:10:25 PM	0:03:41
2009-2019	M3	2:00:24 PM	2:04:05 PM	0:03:41
2009-2262	M1	4:35:18 PM	4:38:59 PM	0:03:41
2009-3332	M3	5:26:54 PM	5:30:35 PM	0:03:41
2010-2307	M3	6:33:53 PM	6:37:34 PM	0:03:41
2010-2764	M2	10:30:01 AM	10:33:42 AM	0:03:41
2011-0435	M3	6:05:29 PM	6:09:10 PM	0:03:41
2004-2060	M2	12:38:05 AM	12:41:45 AM	0:03:40
2002-1305	M1	1:55:52 AM	1:59:32 AM	0:03:40
2003-0309	M3	9:11:16 AM	9:14:56 AM	0:03:40
2004-0809	M3	11:40:00 AM	11:43:40 AM	0:03:40
2006-1967	M2	11:59:20 AM	12:03:00 PM	0:03:40
2009-1410	M3	3:14:53 PM	3:18:33 PM	0:03:40
2010-1699	M3	3:46:54 PM	3:50:34 PM	0:03:40
2012-0166	M3	4:52:20 AM	4:56:00 AM	0:03:40
2003-1551	M2	2:13:28 PM	2:17:07 PM	0:03:39
2008-0629	M1	9:36:45 PM	9:40:24 PM	0:03:39
2008-1838	M1	6:05:04 PM	6:08:43 PM	0:03:39
2008-4179	M3	2:32:45 PM	2:36:24 PM	0:03:39
2001-1886	M2	9:02:29 PM	9:06:08 PM	0:03:39
2007-1543	M2	4:46:49 PM	4:50:28 PM	0:03:39
2007-1663	M3	7:01:30 PM	7:05:09 PM	0:03:39
2010-0871	M1	5:11:44 PM	5:15:23 PM	0:03:39
2010-2684	M3	12:16:28 PM	12:20:07 PM	0:03:39
2011-0953	M3	4:44:03 PM	4:47:42 PM	0:03:39
2003-0561	M3	5:39:58 PM	5:43:36 PM	0:03:38
2003-1216	M3	3:40:05 PM	3:43:43 PM	0:03:38
2005-0661	M2	9:41:15 PM	9:44:53 PM	0:03:38
2006-1633	M1	11:50:37 PM	11:54:15 PM	0:03:38
2006-2319	M1	9:02:18 PM	9:05:56 PM	0:03:38
2011-0966	M2	7:48:24 PM	7:52:02 PM	0:03:38
2012-2169	M3	8:12:18 AM	8:15:56 AM	0:03:38
2002-1640	M1	6:57:45 PM	7:01:23 PM	0:03:38
2007-1052	M1	1:16:35 PM	1:20:12 PM	0:03:37
2008-1830	M3	5:41:34 PM	5:45:11 PM	0:03:37
2010-1906	M1	3:15:16 AM	3:18:53 AM	0:03:37
2012-0344	M2	8:59:08 AM	9:02:45 AM	0:03:37
2012-2235	M3	7:15:01 AM	7:18:38 AM	0:03:37
2001-0404	M1	5:13:18 PM	5:16:55 PM	0:03:37
2004-1877	M3	6:07:05 PM	6:10:42 PM	0:03:37
2005-1944	M6	5:34:16 AM	5:37:53 AM	0:03:37
2006-0837	M3	4:31:03 PM	4:34:40 PM	0:03:37
2006-2797	M1	8:03:07 PM	8:06:44 PM	0:03:37
2008-3125	M3	4:00:53 PM	4:04:30 PM	0:03:37

2005-2299	M1	7:27:35 PM	7:31:11 PM	0:03:36
2007-0862	M3	10:01:45 PM	10:05:21 PM	0:03:36
2007-2432	M2	4:36:57 PM	4:40:33 PM	0:03:36
2011-1454	M2	3:48:22 PM	3:51:58 PM	0:03:36
2011-2550	M3	10:39:38 PM	10:43:14 PM	0:03:36
2001-0275	M1	3:01:00 PM	3:04:36 PM	0:03:36
2002-0094	M2	7:15:48 PM	7:19:24 PM	0:03:36
2003-0301	M3	7:33:47 AM	7:37:23 AM	0:03:36
2003-0400	M3	8:47:28 AM	8:51:04 AM	0:03:36
2006-2912	M3	4:52:07 PM	4:55:43 PM	0:03:36
2006-2280	M1	2:43:43 PM	2:47:18 PM	0:03:35
2007-1046	M1	12:32:20 PM	12:35:55 PM	0:03:35
2009-0759	M3	7:34:30 PM	7:38:05 PM	0:03:35
2010-0297	M1	10:23:02 PM	10:26:37 PM	0:03:35
2002-0693	M2	11:17:27 AM	11:21:01 AM	0:03:34
2007-1441	M3	7:23:40 PM	7:27:14 PM	0:03:34
2008-2178	M2	8:58:04 AM	9:01:38 AM	0:03:34
2011-0099	M1	6:51:29 AM	6:55:03 AM	0:03:34
2002-0930	M3	5:05:31 PM	5:09:05 PM	0:03:34
2008-3555	M2	8:49:47 AM	8:53:21 AM	0:03:34
2010-0228	M2	11:09:41 AM	11:13:15 AM	0:03:34
2001-0064	M3	12:53:44 PM	12:57:17 PM	0:03:33
2001-2927	M1	7:22:27 PM	7:26:00 PM	0:03:33
2002-0587	M1	12:56:33 PM	1:00:06 PM	0:03:33
2002-0587	M3	12:56:33 PM	1:00:06 PM	0:03:33
2003-0961	M2	6:47:07 PM	6:50:40 PM	0:03:33
2005-0541	M2	4:05:47 PM	4:09:20 PM	0:03:33
2007-0027	M3	11:17:47 AM	11:21:20 AM	0:03:33
2007-1280	M2	2:52:53 PM	2:56:26 PM	0:03:33
2008-2496	M1	6:34:04 PM	6:37:37 PM	0:03:33
2009-0868	M1	1:03:14 PM	1:06:47 PM	0:03:33
2009-2216	M1	4:47:21 AM	4:50:54 AM	0:03:33
2010-0285	M3	8:57:30 PM	9:01:03 PM	0:03:33
2004-1942	M2	1:48:45 PM	1:52:18 PM	0:03:33
2007-0257	M2	9:28:59 AM	9:32:31 AM	0:03:32
2004-1128	M1	8:59:49 AM	9:03:21 AM	0:03:32
2006-0281	M2	6:58:52 PM	7:02:24 PM	0:03:32
2006-2828	M1	12:57:54 AM	1:01:26 AM	0:03:32
2007-2441	M1	7:25:18 PM	7:28:50 PM	0:03:32
2011-0384	M3	6:12:46 AM	6:16:18 AM	0:03:32
2011-1130	M1	7:43:03 PM	7:46:35 PM	0:03:32
2012-1019	M3	9:32:54 PM	9:36:26 PM	0:03:32
2012-1593	M2	10:22:26 AM	10:25:58 AM	0:03:32
2001-1757	M3	7:51:14 PM	7:54:45 PM	0:03:31
2003-2197	M1	1:10:00 PM	1:13:31 PM	0:03:31
2004-1675	M2	8:26:49 PM	8:30:20 PM	0:03:31
2006-2009	M1	8:13:14 PM	8:16:45 PM	0:03:31
2007-2668	M3	7:49:05 PM	7:52:36 PM	0:03:31
2009-2180	M1	9:02:44 PM	9:06:15 PM	0:03:31
2009-2180	M3	9:02:44 PM	9:06:15 PM	0:03:31
2010-0554	M3	4:15:12 PM	4:18:43 PM	0:03:31
2005-1446	M1	4:33:28 PM	4:36:59 PM	0:03:31
2007-0566	M2	8:19:46 PM	8:23:17 PM	0:03:31
2012-1508	M2	2:11:04 PM	2:14:35 PM	0:03:31
2003-1362	M3	11:11:42 AM	11:15:12 AM	0:03:30
2004-0575	M1	2:11:03 PM	2:14:33 PM	0:03:30
2007-0017	M1	7:29:08 AM	7:32:38 AM	0:03:30
2007-0076	M3	6:07:43 PM	6:11:13 PM	0:03:30
2007-2494	M2	9:06:52 AM	9:10:22 AM	0:03:30
2008-4167	M3	12:34:08 PM	12:37:38 PM	0:03:30
2009-2637	M3	8:52:09 AM	8:55:39 AM	0:03:30
2010-1537	M3	12:10:21 AM	12:13:51 AM	0:03:30
2011-0594	M3	4:21:24 PM	4:24:54 PM	0:03:30
2012-2438	M3	5:56:57 PM	6:00:27 PM	0:03:30
2005-0979	M2	10:41:19 AM	10:44:49 AM	0:03:30
2009-1304	M3	4:50:33 PM	4:54:03 PM	0:03:30
2003-1199	M2	12:43:22 PM	12:46:51 PM	0:03:29
2005-0882	M1	7:21:23 PM	7:24:52 PM	0:03:29
2008-0659	M1	7:50:17 AM	7:53:46 AM	0:03:29
2006-0787	M2	9:14:15 AM	9:17:44 AM	0:03:29
2006-1072	M2	9:28:10 AM	9:31:39 AM	0:03:29
2010-0034	M2	11:57:28 AM	12:00:57 PM	0:03:29
2011-1428	M1	1:05:18 PM	1:08:47 PM	0:03:29
2012-1107	M3	6:41:07 PM	6:44:36 PM	0:03:29

2002-0250	M2	12:09:51 PM	12:13:19 PM	0:03:28
2007-0242	M1	2:03:33 AM	2:07:01 AM	0:03:28
2008-0549	M2	9:18:28 AM	9:21:56 AM	0:03:28
2008-1967	M2	12:21:46 PM	12:25:14 PM	0:03:28
2009-2776	M1	5:37:30 PM	5:40:58 PM	0:03:28
2010-2721	M2	6:47:01 PM	6:50:29 PM	0:03:28
2011-2203	M1	8:56:44 AM	9:00:12 AM	0:03:28
2002-2339	M1	9:39:27 AM	9:42:55 AM	0:03:28
2002-2790	M1	4:25:43 PM	4:29:11 PM	0:03:28
2012-1172	M3	3:23:27 PM	3:26:55 PM	0:03:28
2001-1761	M1	8:21:03 PM	8:24:30 PM	0:03:27
2002-2018	M1	10:24:46 AM	10:28:13 AM	0:03:27
2003-2610	M2	1:15:11 PM	1:18:38 PM	0:03:27
2006-0854	M1	8:30:16 PM	8:33:43 PM	0:03:27
2008-0716	M2	5:55:07 PM	5:58:34 PM	0:03:27
2008-3241	M3	1:17:41 PM	1:21:08 PM	0:03:27
2009-1348	M1	9:49:26 PM	9:52:53 PM	0:03:27
2010-0149	M3	3:49:37 PM	3:53:04 PM	0:03:27
2012-2045	M1	9:01:03 PM	9:04:30 PM	0:03:27
2001-0964	M2	5:07:27 AM	5:10:53 AM	0:03:26
2012-1689	M3	11:32:17 AM	11:35:43 AM	0:03:26
2001-0925	M3	8:27:23 PM	8:30:49 PM	0:03:26
2001-2032	M3	10:51:24 AM	10:54:50 AM	0:03:26
2002-1388	M2	9:48:30 PM	9:51:56 PM	0:03:26
2004-1684	M1	12:32:52 AM	12:36:18 AM	0:03:26
2008-1777	M3	11:35:32 AM	11:38:58 AM	0:03:26
2009-0710	M3	3:59:56 PM	4:03:22 PM	0:03:26
2010-0184	M1	9:29:25 PM	9:32:51 PM	0:03:26
2012-0065	M3	5:19:08 PM	5:22:34 PM	0:03:26
2012-1883	M1	2:42:05 PM	2:45:31 PM	0:03:26
2012-2313	M3	1:20:28 PM	1:23:54 PM	0:03:26
2002-2043	M3	4:12:12 PM	4:15:37 PM	0:03:25
2004-0570	M3	12:54:19 PM	12:57:44 PM	0:03:25
2004-1892	M2	10:10:43 PM	10:14:08 PM	0:03:25
2004-1997	M2	8:35:59 AM	8:39:24 AM	0:03:25
2006-0146	M2	12:23:24 PM	12:26:49 PM	0:03:25
2006-2978	M1	10:26:44 AM	10:30:09 AM	0:03:25
2009-1129	M3	5:16:15 PM	5:19:40 PM	0:03:25
2002-0249	M3	12:09:06 PM	12:12:30 PM	0:03:24
2004-1678	M1	9:08:36 PM	9:12:00 PM	0:03:24
2005-1391	M2	9:12:47 PM	9:16:11 PM	0:03:24
2005-1991	M2	7:15:21 PM	7:18:45 PM	0:03:24
2006-1315	M3	1:45:06 PM	1:48:30 PM	0:03:24
2007-0744	M3	7:50:10 PM	7:53:34 PM	0:03:24
2008-0825	M2	2:25:18 PM	2:28:42 PM	0:03:24
2009-1527	M3	3:01:44 PM	3:05:08 PM	0:03:24
2011-0659	M1	8:19:14 AM	8:22:38 AM	0:03:24
2001-1047	M2	11:02:26 PM	11:05:49 PM	0:03:23
2001-1885	M3	9:03:15 PM	9:06:38 PM	0:03:23
2003-2111	M3	9:56:36 AM	9:59:59 AM	0:03:23
2002-1857	M1	12:33:54 PM	12:37:17 PM	0:03:23
2010-1516	M3	8:26:32 PM	8:29:55 PM	0:03:23
2004-1537	M3	9:46:27 PM	9:49:49 PM	0:03:22
2005-0768	M3	11:18:40 AM	11:22:02 AM	0:03:22
2007-1325	M1	8:30:19 PM	8:33:41 PM	0:03:22
2008-3917	M3	7:34:21 PM	7:37:43 PM	0:03:22
2009-2116	M3	12:59:17 PM	1:02:39 PM	0:03:22
2009-2124	M1	3:00:29 PM	3:03:51 PM	0:03:22
2011-0347	M2	4:31:42 PM	4:35:04 PM	0:03:22
2011-0395	M2	9:19:41 AM	9:23:03 AM	0:03:22
2011-0661	M2	8:33:26 AM	8:36:48 AM	0:03:22
2011-2472	M1	9:59:21 AM	10:02:43 AM	0:03:22
2002-2366	M1	3:27:00 PM	3:30:22 PM	0:03:22
2005-2241	M3	4:50:41 AM	4:54:03 AM	0:03:22
2012-1646	M3	9:54:10 PM	9:57:31 PM	0:03:21
2003-0574	M1	10:15:12 PM	10:18:33 PM	0:03:21
2004-0924	M1	11:38:11 AM	11:41:32 AM	0:03:21
2005-0249	M3	5:16:46 PM	5:20:07 PM	0:03:21
2005-0259	M2	10:33:23 PM	10:36:44 PM	0:03:21
2006-2750	M1	12:28:07 PM	12:31:28 PM	0:03:21
2008-0971	M3	10:50:23 AM	10:53:44 AM	0:03:21
2009-1018	M3	2:01:53 PM	2:05:14 PM	0:03:21
2011-1603	M1	1:28:15 PM	1:31:36 PM	0:03:21
2004-1209	M2	10:07:30 AM	10:10:50 AM	0:03:20

2008-3908	M1	7:06:25 PM	7:09:45 PM	0:03:20
2005-2127	M3	4:30:28 AM	4:33:48 AM	0:03:20
2009-2806	M3	10:20:39 PM	10:23:59 PM	0:03:20
2001-2891	M2	1:02:41 PM	1:06:00 PM	0:03:19
2002-1096	M3	8:16:39 AM	8:19:58 AM	0:03:19
2002-1318	M1	9:26:13 AM	9:29:32 AM	0:03:19
2005-0241	M2	3:31:10 PM	3:34:29 PM	0:03:19
2011-0670	M3	9:45:44 AM	9:49:03 AM	0:03:19
2002-1182	M2	10:36:40 PM	10:39:58 PM	0:03:18
2003-0408	M3	9:45:56 AM	9:49:14 AM	0:03:18
2004-0503	M3	2:31:31 PM	2:34:49 PM	0:03:18
2008-4026	M1	12:49:39 PM	12:52:57 PM	0:03:18
2012-1225	M3	11:51:17 AM	11:54:35 AM	0:03:18
2001-0794	M3	4:53:52 AM	4:57:10 AM	0:03:18
2002-0536	M1	4:44:21 PM	4:47:39 PM	0:03:18
2004-1832	M2	1:14:33 AM	1:17:51 AM	0:03:18
2007-0746	M1	8:00:38 PM	8:03:56 PM	0:03:18
2008-0536	M3	1:50:21 AM	1:53:39 AM	0:03:18
2002-1654	M1	8:55:38 PM	8:58:55 PM	0:03:17
2004-0152	M3	11:10:45 AM	11:14:02 AM	0:03:17
2005-1629	M3	3:44:41 PM	3:47:58 PM	0:03:17
2008-2751	M3	7:09:22 PM	7:12:39 PM	0:03:17
2009-3208	M2	3:08:23 PM	3:11:40 PM	0:03:17
2004-1019	M3	7:48:35 PM	7:51:51 PM	0:03:16
2008-3856	M1	2:00:49 PM	2:04:05 PM	0:03:16
2001-0981	M1	10:15:10 AM	10:18:26 AM	0:03:16
2004-1879	M2	6:52:41 PM	6:55:57 PM	0:03:16
2006-1546	M2	9:10:08 AM	9:13:24 AM	0:03:16
2010-1457	M1	10:58:08 AM	11:01:24 AM	0:03:16
2011-1351	M1	12:47:57 PM	12:51:13 PM	0:03:16
2011-1426	M2	12:48:27 PM	12:51:43 PM	0:03:16
2001-2901	M3	2:29:30 PM	2:32:45 PM	0:03:15
2006-3058	M3	10:45:51 PM	10:49:06 PM	0:03:15
2009-1212	M1	2:37:13 PM	2:40:28 PM	0:03:15
2009-2410	M3	6:53:49 AM	6:57:04 AM	0:03:15
2010-1897	M3	10:40:39 PM	10:43:54 PM	0:03:15
2011-0888	M1	6:39:31 PM	6:42:46 PM	0:03:15
2001-1975	M1	5:01:13 PM	5:04:28 PM	0:03:15
2004-0905	M3	4:36:50 AM	4:40:05 AM	0:03:15
2005-0452	M1	1:26:41 PM	1:29:56 PM	0:03:15
2006-0200	M1	8:22:11 PM	8:25:26 PM	0:03:15
2006-2744	M3	10:48:50 AM	10:52:05 AM	0:03:15
2008-2474	M2	3:42:44 PM	3:45:59 PM	0:03:15
2010-2499	M1	9:59:35 PM	10:02:50 PM	0:03:15
2001-0837	M1	5:30:08 PM	5:33:22 PM	0:03:14
2002-0893	M3	11:23:05 AM	11:26:19 AM	0:03:14
2004-0087	M1	2:26:07 PM	2:29:21 PM	0:03:14
2005-0464	M2	4:03:24 PM	4:06:38 PM	0:03:14
2006-0819	M1	2:07:33 PM	2:10:47 PM	0:03:14
2009-3223	M1	5:59:41 PM	6:02:55 PM	0:03:14
2010-0094	M1	9:25:45 PM	9:28:59 PM	0:03:14
2012-0600	M3	12:33:48 PM	12:37:02 PM	0:03:14
2012-2142	M3	9:04:44 PM	9:07:58 PM	0:03:14
2007-1220	M1	9:07:44 PM	9:10:57 PM	0:03:13
2011-2224	M1	7:53:12 PM	7:56:25 PM	0:03:13
2001-1498	M1	3:58:41 PM	4:01:54 PM	0:03:13
2005-2473	M1	8:57:16 PM	9:00:29 PM	0:03:13
2008-1451	M1	3:55:51 PM	3:59:04 PM	0:03:13
2008-2457	M3	1:44:27 PM	1:47:40 PM	0:03:13
2009-0660	M2	8:31:24 AM	8:34:37 AM	0:03:13
2009-2733	M3	7:29:33 AM	7:32:46 AM	0:03:13
2011-2408	M3	6:16:28 PM	6:19:41 PM	0:03:13
2007-2215	M3	10:09:54 PM	10:13:06 PM	0:03:12
2001-0829	M2	4:00:34 PM	4:03:46 PM	0:03:12
2001-2649	M1	5:08:35 PM	5:11:46 PM	0:03:11
2002-0547	M3	8:25:29 PM	8:28:40 PM	0:03:11
2003-2884	M2	9:24:05 PM	9:27:16 PM	0:03:11
2006-0140	M1	11:39:11 AM	11:42:22 AM	0:03:11
2007-0948	M2	3:25:22 PM	3:28:33 PM	0:03:11
2008-0820	M3	1:57:19 PM	2:00:30 PM	0:03:11
2009-0251	M1	5:08:59 PM	5:12:10 PM	0:03:11
2009-2137	M3	4:58:13 PM	5:01:24 PM	0:03:11
2011-0237	M3	1:33:05 PM	1:36:16 PM	0:03:11
2007-0049	M2	3:21:51 PM	3:25:02 PM	0:03:11

2004-1523	M1	8:13:38 PM	8:16:48 PM	0:03:10
2008-2047	M1	6:06:26 PM	6:09:36 PM	0:03:10
2003-1946	M3	8:08:14 AM	8:11:24 AM	0:03:10
2007-3006	M2	2:08:04 PM	2:11:14 PM	0:03:10
2010-1874	M3	5:20:23 PM	5:23:33 PM	0:03:10
2002-0327	M3	8:06:17 AM	8:09:26 AM	0:03:09
2002-1936	M1	10:53:05 AM	10:56:14 AM	0:03:09
2005-1231	M1	7:19:47 PM	7:22:56 PM	0:03:09
2006-2056	M1	12:16:08 PM	12:19:17 PM	0:03:09
2006-2634	M3	6:01:04 PM	6:04:13 PM	0:03:09
2007-2794	M1	11:06:21 PM	11:09:30 PM	0:03:09
2008-2856	M1	4:57:31 PM	5:00:40 PM	0:03:09
2010-0225	M2	10:36:10 AM	10:39:19 AM	0:03:09
2011-2413	M1	6:33:40 PM	6:36:49 PM	0:03:09
2011-2413	M2	6:33:40 PM	6:36:49 PM	0:03:09
2001-0167	M3	12:14:51 PM	12:18:00 PM	0:03:09
2004-1337	M3	4:07:07 PM	4:10:16 PM	0:03:09
2007-3340	M1	8:27:22 PM	8:30:30 PM	0:03:08
2008-2466	M3	2:38:30 PM	2:41:38 PM	0:03:08
2008-2857	M3	5:00:13 PM	5:03:21 PM	0:03:08
2001-1359	M1	9:04:09 AM	9:07:16 AM	0:03:07
2002-0335	M3	9:11:06 AM	9:14:13 AM	0:03:07
2003-2045	M3	4:05:41 PM	4:08:48 PM	0:03:07
2004-0504	M1	2:41:46 PM	2:44:53 PM	0:03:07
2004-0649	M3	2:00:30 PM	2:03:37 PM	0:03:07
2006-0460	M3	3:21:47 PM	3:24:54 PM	0:03:07
2011-0730	M1	9:43:37 PM	9:46:44 PM	0:03:07
2011-1800	M1	8:23:04 PM	8:26:11 PM	0:03:07
2001-1850	M2	4:06:23 PM	4:09:29 PM	0:03:06
2003-1458	M2	12:16:25 PM	12:19:31 PM	0:03:06
2008-0695	M3	2:43:08 PM	2:46:14 PM	0:03:06
2010-0544	M1	2:54:01 PM	2:57:07 PM	0:03:06
2012-0070	M3	6:05:40 PM	6:08:46 PM	0:03:06
2001-0420	M3	8:39:49 PM	8:42:54 PM	0:03:05
2008-0202	M3	7:37:31 AM	7:40:36 AM	0:03:05
2005-1979	M3	4:38:06 PM	4:41:11 PM	0:03:05
2009-2329	M1	10:00:26 AM	10:03:31 AM	0:03:05
2008-2154	M2	1:22:57 AM	1:26:01 AM	0:03:04
2012-1479	M3	9:41:22 AM	9:44:26 AM	0:03:04
2001-0560	M3	1:12:35 PM	1:15:39 PM	0:03:04
2007-0486	M3	12:07:43 PM	12:10:47 PM	0:03:04
2008-0893	M3	9:03:25 PM	9:06:29 PM	0:03:04
2009-3095	M3	12:02:15 PM	12:05:19 PM	0:03:04
2001-1028	M3	5:14:43 PM	5:17:46 PM	0:03:03
2006-0858	M3	9:50:11 PM	9:53:14 PM	0:03:03
2006-2971	M1	8:37:43 AM	8:40:46 AM	0:03:03
2008-2257	M3	8:13:50 PM	8:16:53 PM	0:03:03
2009-2425	M2	8:41:03 AM	8:44:06 AM	0:03:03
2010-1599	M3	3:41:58 PM	3:45:01 PM	0:03:03
2011-0362	M1	8:08:06 PM	8:11:09 PM	0:03:03
2001-0567	M3	1:58:59 PM	2:02:01 PM	0:03:02
2010-1706	M1	5:12:18 PM	5:15:20 PM	0:03:02
2001-0052	M3	10:33:33 AM	10:36:35 AM	0:03:02
2001-2886	M1	11:35:35 AM	11:38:37 AM	0:03:02
2004-1564	M2	9:38:58 AM	9:42:00 AM	0:03:02
2005-0339	M2	8:19:45 AM	8:22:47 AM	0:03:02
2005-0844	M2	9:52:25 AM	9:55:27 AM	0:03:02
2006-0156	M1	1:58:39 PM	2:01:41 PM	0:03:02
2010-2795	M1	6:52:21 PM	6:55:23 PM	0:03:02
2002-2172	M3	7:12:22 PM	7:15:23 PM	0:03:01
2005-0461	M2	2:36:47 PM	2:39:48 PM	0:03:01
2007-2719	M2	12:29:50 PM	12:32:51 PM	0:03:01
2008-0199	M3	6:58:29 AM	7:01:30 AM	0:03:01
2009-0930	M3	6:52:47 PM	6:55:48 PM	0:03:01
2010-0663	M3	5:05:27 PM	5:08:28 PM	0:03:01
2012-1534	M2	5:33:49 PM	5:36:50 PM	0:03:01
2008-2211	M1	1:51:56 PM	1:54:57 PM	0:03:01
2009-1071	M3	9:18:32 AM	9:21:33 AM	0:03:01
2010-1414	M1	9:40:48 PM	9:43:49 PM	0:03:01
2005-1087	M1	7:13:21 AM	7:16:21 AM	0:03:00
2001-2483	M2	6:48:35 PM	6:51:35 PM	0:03:00
2002-2730	M1	9:20:54 PM	9:23:54 PM	0:03:00
2004-0627	M3	8:57:03 AM	9:00:03 AM	0:03:00
2006-1116	M1	3:30:54 PM	3:33:54 PM	0:03:00

2008-0453	M1	11:42:15 AM	11:45:15 AM	0:03:00
2009-2133	M1	4:07:25 PM	4:10:25 PM	0:03:00
2010-1279	M1	11:51:02 AM	11:54:02 AM	0:03:00
2011-0587	M3	3:29:03 PM	3:32:03 PM	0:03:00
2009-0404	M3	8:17:32 PM	8:20:31 PM	0:02:59
2009-2495	M1	9:00:37 PM	9:03:36 PM	0:02:59
2012-0615	M1	2:58:47 PM	3:01:46 PM	0:02:59
2002-2462	M2	12:03:14 PM	12:06:13 PM	0:02:59
2008-0952	M3	8:02:49 AM	8:05:48 AM	0:02:59
2010-2029	M3	7:55:28 PM	7:58:27 PM	0:02:59
2012-1712	M3	3:32:46 PM	3:35:45 PM	0:02:59
2001-1115	M3	7:43:08 PM	7:46:06 PM	0:02:58
2004-1189	M2	10:50:01 PM	10:52:59 PM	0:02:58
2005-0812	M2	9:02:25 PM	9:05:23 PM	0:02:58
2005-1335	M2	11:24:53 AM	11:27:51 AM	0:02:58
2006-2933	M1	8:31:33 PM	8:34:31 PM	0:02:58
2010-1121	M1	3:33:59 PM	3:36:57 PM	0:02:58
2012-1308	M3	1:35:42 PM	1:38:40 PM	0:02:58
2007-3041	M2	5:06:38 PM	5:09:36 PM	0:02:58
2010-2198	M1	4:20:55 PM	4:23:53 PM	0:02:58
2009-3123	M3	6:09:13 PM	6:12:10 PM	0:02:57
2001-1943	M1	11:15:21 AM	11:18:18 AM	0:02:57
2004-1487	M1	11:24:58 AM	11:27:55 AM	0:02:57
2007-2047	M1	5:07:14 PM	5:10:11 PM	0:02:57
2008-0824	M3	2:21:32 PM	2:24:29 PM	0:02:57
2008-3331	M3	11:40:18 AM	11:43:15 AM	0:02:57
2009-0579	M3	7:26:17 PM	7:29:14 PM	0:02:57
2011-1126	M1	6:43:00 PM	6:45:57 PM	0:02:57
2011-1126	M2	6:43:00 PM	6:45:57 PM	0:02:57
2010-0521	M3	10:21:08 AM	10:24:04 AM	0:02:56
2010-2247	M3	2:32:43 AM	2:35:39 AM	0:02:56
2005-2447	M3	1:44:36 PM	1:47:31 PM	0:02:55
2006-2592	M1	1:23:57 PM	1:26:52 PM	0:02:55
2008-0743	M3	9:48:53 PM	9:51:48 PM	0:02:55
2008-2835	M2	3:04:05 PM	3:07:00 PM	0:02:55
2010-0813	M3	8:17:52 AM	8:20:47 AM	0:02:55
2012-0475	M2	3:44:34 PM	3:47:29 PM	0:02:55
2012-1429	M3	5:45:52 PM	5:48:47 PM	0:02:55
2003-2761	M1	10:17:10 AM	10:20:04 AM	0:02:54
2007-3632	M3	9:48:18 PM	9:51:12 PM	0:02:54
2008-1326	M3	2:29:01 PM	2:31:55 PM	0:02:54
2010-1792	M1	6:01:01 PM	6:03:55 PM	0:02:54
2010-1792	M2	6:01:01 PM	6:03:55 PM	0:02:54
2001-2568	M1	5:49:49 PM	5:52:43 PM	0:02:54
2002-0294	M3	8:20:44 PM	8:23:38 PM	0:02:54
2005-0465	M1	4:23:26 PM	4:26:20 PM	0:02:54
2009-1290	M1	12:59:24 PM	1:02:18 PM	0:02:54
2009-1533	M3	3:15:07 PM	3:18:01 PM	0:02:54
2010-0877	M1	6:00:14 PM	6:03:08 PM	0:02:54
2010-2024	M2	6:09:20 PM	6:12:14 PM	0:02:54
2012-0480	M3	5:07:23 PM	5:10:17 PM	0:02:54
2012-2468	M1	11:16:37 PM	11:19:31 PM	0:02:54
2004-1593	M1	3:46:01 PM	3:48:54 PM	0:02:53
2005-2115	M3	11:35:59 PM	11:38:52 PM	0:02:53
2012-0759	M3	3:06:27 PM	3:09:20 PM	0:02:53
2001-0024	M1	2:33:26 AM	2:36:19 AM	0:02:53
2006-0182	M1	5:34:39 PM	5:37:32 PM	0:02:53
2007-3311	M3	4:38:10 PM	4:41:03 PM	0:02:53
2012-0619	M3	3:15:45 PM	3:18:38 PM	0:02:53
2001-1383	M1	2:28:08 PM	2:31:00 PM	0:02:52
2002-0321	M3	6:22:04 AM	6:24:56 AM	0:02:52
2004-1578	M3	1:24:35 PM	1:27:27 PM	0:02:52
2006-1251	M1	8:28:31 PM	8:31:23 PM	0:02:52
2008-0382	M3	4:48:15 PM	4:51:07 PM	0:02:52
2008-2549	M3	8:10:56 AM	8:13:48 AM	0:02:52
2011-2291	M3	4:32:05 PM	4:34:57 PM	0:02:52
2004-1746	M1	7:36:32 PM	7:39:23 PM	0:02:51
2011-0957	M1	5:53:43 PM	5:56:34 PM	0:02:51
2002-0523	M3	1:41:31 PM	1:44:22 PM	0:02:51
2006-2442	M2	10:27:30 AM	10:30:21 AM	0:02:51
2012-1953	M3	12:49:35 PM	12:52:26 PM	0:02:51
2003-2802	M2	10:24:34 PM	10:27:24 PM	0:02:50
2007-1432	M1	6:58:39 PM	7:01:29 PM	0:02:50
2007-3846	M2	5:22:52 PM	5:25:42 PM	0:02:50

2008-0602	M3	5:43:39 PM	5:46:29 PM	0:02:50
2010-0263	M1	5:01:41 PM	5:04:31 PM	0:02:50
2009-2271	M3	5:56:53 PM	5:59:43 PM	0:02:50
2004-0097	M3	4:10:56 PM	4:13:45 PM	0:02:49
2009-0132	M3	11:25:45 AM	11:28:34 AM	0:02:49
2005-0392	M3	7:31:14 PM	7:34:02 PM	0:02:48
2005-1021	M1	9:30:41 PM	9:33:29 PM	0:02:48
2010-1140	M1	5:52:06 PM	5:54:54 PM	0:02:48
2007-3375	M3	9:00:49 AM	9:03:37 AM	0:02:48
2007-3414	M1	1:19:37 PM	1:22:25 PM	0:02:48
2001-1861	M2	5:29:08 PM	5:31:55 PM	0:02:47
2005-2253	M1	9:49:12 AM	9:51:59 AM	0:02:47
2007-3614	M3	7:39:35 PM	7:42:22 PM	0:02:47
2008-1855	M3	7:31:01 PM	7:33:48 PM	0:02:47
2002-1389	M3	9:48:26 PM	9:51:12 PM	0:02:46
2003-2376	M1	9:26:07 PM	9:28:53 PM	0:02:46
2005-0467	M2	5:11:32 PM	5:14:18 PM	0:02:46
2008-2510	M3	8:30:58 PM	8:33:44 PM	0:02:46
2009-1015	M3	1:38:29 PM	1:41:15 PM	0:02:46
2008-2975	M3	3:53:19 PM	3:56:04 PM	0:02:45
2010-2511	M2	8:17:16 AM	8:20:01 AM	0:02:45
2006-2018	M3	9:29:20 PM	9:32:05 PM	0:02:45
2002-0257	M3	1:22:26 PM	1:25:10 PM	0:02:44
2002-1243	M3	1:05:43 PM	1:08:27 PM	0:02:44
2002-2509	M1	7:19:03 PM	7:21:47 PM	0:02:44
2005-1141	M3	6:49:06 PM	6:51:50 PM	0:02:44
2010-0239	M3	12:57:29 PM	1:00:13 PM	0:02:44
2010-0425	M3	10:07:06 AM	10:09:50 AM	0:02:44
2001-1367	M1	10:45:05 AM	10:47:48 AM	0:02:43
2011-0486	M2	12:13:50 PM	12:16:33 PM	0:02:43
2012-1149	M3	11:44:15 AM	11:46:58 AM	0:02:43
2007-0147	M1	12:56:47 PM	12:59:30 PM	0:02:43
2008-0516	M3	9:06:25 PM	9:09:08 PM	0:02:43
2008-0847	M1	5:09:27 PM	5:12:10 PM	0:02:43
2008-2335	M1	12:29:52 PM	12:32:35 PM	0:02:43
2009-2800	M3	8:39:56 PM	8:42:39 PM	0:02:43
2002-0480	M2	10:11:21 PM	10:14:03 PM	0:02:42
2003-2867	M2	3:56:09 PM	3:58:51 PM	0:02:42
2006-2905	M1	4:09:01 PM	4:11:43 PM	0:02:42
2009-2433	M3	9:46:24 AM	9:49:06 AM	0:02:42
2012-1487	M1	12:02:24 PM	12:05:06 PM	0:02:42
2005-2454	M2	3:28:07 PM	3:30:49 PM	0:02:42
2007-1832	M2	2:04:40 PM	2:07:22 PM	0:02:42
2001-1756	M2	7:50:24 PM	7:53:05 PM	0:02:41
2003-0153	M1	4:20:35 PM	4:23:16 PM	0:02:41
2003-2856	M1	1:53:23 PM	1:56:04 PM	0:02:41
2006-1861	M1	4:13:18 PM	4:15:59 PM	0:02:41
2009-0771	M3	9:00:49 PM	9:03:30 PM	0:02:41
2010-1585	M1	1:51:57 PM	1:54:38 PM	0:02:41
2012-1598	M2	11:30:34 AM	11:33:15 AM	0:02:41
2002-0179	M1	3:27:15 PM	3:29:55 PM	0:02:40
2005-2274	M2	2:19:37 PM	2:22:17 PM	0:02:40
2006-0453	M3	2:18:59 PM	2:21:39 PM	0:02:40
2008-0846	M3	5:07:49 PM	5:10:29 PM	0:02:40
2009-0041	M3	1:11:55 PM	1:14:35 PM	0:02:40
2011-0626	M1	9:44:06 PM	9:46:46 PM	0:02:40
2012-0394	M3	6:56:39 PM	6:59:19 PM	0:02:40
2001-1140	M2	1:24:46 AM	1:27:26 AM	0:02:40
2006-3046	M1	8:43:29 PM	8:46:09 PM	0:02:40
2007-0074	M1	5:59:26 PM	6:02:06 PM	0:02:40
2007-0568	M3	8:29:00 PM	8:31:40 PM	0:02:40
2008-3109	M1	2:14:42 PM	2:17:22 PM	0:02:40
2010-2035	M1	8:48:54 PM	8:51:34 PM	0:02:40
2012-2096	M2	12:44:39 PM	12:47:19 PM	0:02:40
2002-0174	M3	2:19:27 PM	2:22:06 PM	0:02:39
2004-0433	M2	5:33:53 PM	5:36:32 PM	0:02:39
2005-1045	M1	2:16:51 PM	2:19:30 PM	0:02:39
2007-0334	M3	6:32:28 PM	6:35:07 PM	0:02:39
2007-1311	M1	5:52:53 PM	5:55:32 PM	0:02:39
2010-2154	M2	11:13:01 AM	11:15:39 AM	0:02:38
2004-0805	M3	10:10:57 AM	10:13:34 AM	0:02:37
2009-1284	M7	11:28:42 AM	11:31:19 AM	0:02:37
2002-1755	M1	4:17:53 PM	4:20:29 PM	0:02:36
2004-1173	M3	6:24:17 PM	6:26:53 PM	0:02:36

2002-0668	M3	4:42:40 AM	4:45:15 AM	0:02:35
2005-0384	M1	5:29:30 PM	5:32:05 PM	0:02:35
2002-2573	M1	11:38:25 AM	11:41:00 AM	0:02:35
2006-0849	M3	6:42:28 PM	6:45:03 PM	0:02:35
2008-0467	M3	12:40:45 PM	12:43:20 PM	0:02:35
2011-1238	M3	9:10:59 PM	9:13:34 PM	0:02:35
2004-0091	M2	2:56:00 PM	2:58:34 PM	0:02:34
2007-0867	M1	11:09:20 PM	11:11:54 PM	0:02:34
2001-1363	M1	9:32:24 AM	9:34:57 AM	0:02:33
2001-2275	M3	9:53:23 AM	9:55:56 AM	0:02:33
2003-1712	M3	10:25:53 AM	10:28:26 AM	0:02:33
2005-0441	M2	11:04:57 AM	11:07:30 AM	0:02:33
2005-0933	M3	3:33:44 PM	3:36:17 PM	0:02:33
2008-3875	M3	3:44:54 PM	3:47:27 PM	0:02:33
2004-0699	M1	1:31:36 AM	1:34:08 AM	0:02:32
2005-1050	M2	3:48:37 PM	3:51:09 PM	0:02:32
2002-1045	M2	5:28:41 PM	5:31:13 PM	0:02:32
2001-1267	M3	10:00:28 AM	10:02:59 AM	0:02:31
2002-0040	M2	10:58:16 AM	11:00:47 AM	0:02:31
2005-2112	M2	11:06:55 PM	11:09:26 PM	0:02:31
2007-2865	M1	4:07:05 PM	4:09:36 PM	0:02:31
2010-1763	M1	11:00:06 AM	11:02:37 AM	0:02:31
2001-0977	M2	9:34:48 AM	9:37:19 AM	0:02:31
2004-0834	M1	7:43:08 PM	7:45:38 PM	0:02:30
2005-0121	M2	9:53:09 AM	9:55:39 AM	0:02:30
2006-0218	M1	10:25:27 PM	10:27:57 PM	0:02:30
2008-1010	M1	3:39:46 PM	3:42:16 PM	0:02:30
2008-2175	M1	8:15:05 AM	8:17:35 AM	0:02:30
2009-1888	M3	7:31:50 AM	7:34:20 AM	0:02:30
2005-1593	M1	10:14:32 AM	10:17:01 AM	0:02:29
2001-0368	M1	10:55:33 AM	10:58:01 AM	0:02:28
2010-2707	M1	4:36:33 PM	4:39:01 PM	0:02:28
2005-2197	M1	5:23:43 PM	5:26:10 PM	0:02:27
2006-0498	M1	8:18:51 PM	8:21:18 PM	0:02:27
2002-1015	M1	1:12:45 PM	1:15:11 PM	0:02:26
2010-1126	M1	4:28:33 PM	4:30:59 PM	0:02:26
2012-2009	M2	12:21:14 PM	12:23:40 PM	0:02:26
2012-0908	M1	1:41:54 PM	1:44:19 PM	0:02:25
2012-0908	M2	1:41:54 PM	1:44:19 PM	0:02:25
2002-0709	M3	1:41:35 PM	1:44:00 PM	0:02:25
2002-1171	M3	8:54:46 PM	8:57:11 PM	0:02:25
2006-2091	M3	8:19:24 PM	8:21:49 PM	0:02:25
2012-2178	M3	10:37:33 AM	10:39:58 AM	0:02:25
2001-2381	M2	11:51:39 PM	11:54:03 PM	0:02:24
2002-1462	M1	2:26:09 PM	2:28:33 PM	0:02:24
2002-2254	M2	1:45:01 PM	1:47:25 PM	0:02:24
2003-0771	M1	4:07:45 PM	4:10:08 PM	0:02:23
2006-0761	M3	7:10:44 PM	7:13:07 PM	0:02:23
2001-1086	M3	12:08:54 PM	12:11:16 PM	0:02:22
2002-1011	M2	12:37:58 PM	12:40:20 PM	0:02:22
2003-2053	M1	5:23:00 PM	5:25:22 PM	0:02:22
2004-0419	M1	1:28:17 PM	1:30:39 PM	0:02:22
2007-3455	M3	5:37:06 PM	5:39:28 PM	0:02:22
2008-3495	M2	5:16:27 PM	5:18:49 PM	0:02:22
2010-1312	M3	4:46:43 PM	4:49:05 PM	0:02:22
2004-0326	M1	2:57:13 PM	2:59:34 PM	0:02:21
2007-2025	M3	2:10:52 PM	2:13:13 PM	0:02:21
2011-1760	M3	1:16:14 PM	1:18:35 PM	0:02:21
2001-1517	M1	5:58:46 PM	6:01:07 PM	0:02:21
2004-0157	M1	1:31:29 PM	1:33:50 PM	0:02:21
2004-0157	M2	1:31:29 PM	1:33:50 PM	0:02:21
2005-0422	M2	8:24:34 AM	8:26:55 AM	0:02:21
2007-3276	M1	12:07:08 PM	12:09:29 PM	0:02:21
2010-1164	M1	11:01:50 PM	11:04:11 PM	0:02:21
2009-3281	M3	9:12:34 AM	9:14:54 AM	0:02:20
2006-1433	M1	6:49:23 PM	6:51:42 PM	0:02:19
2008-0562	M3	11:36:11 AM	11:38:30 AM	0:02:19
2007-2660	M3	6:18:17 PM	6:20:36 PM	0:02:19
2008-3375	M1	6:44:57 PM	6:47:16 PM	0:02:19
2012-1494	M1	1:01:51 PM	1:04:10 PM	0:02:19
2006-1615	M3	8:58:39 PM	9:00:57 PM	0:02:18
2007-0270	M1	10:48:57 AM	10:51:15 AM	0:02:18
2010-1597	M3	3:27:38 PM	3:29:56 PM	0:02:18
2001-0755	M3	2:56:03 PM	2:58:20 PM	0:02:17

2007-1423	M1	5:58:46 PM	6:01:03 PM	0:02:17
2008-3244	M3	2:08:09 PM	2:10:26 PM	0:02:17
2009-2612	M3	10:28:02 PM	10:30:19 PM	0:02:17
2005-1908	M3	5:26:28 PM	5:28:44 PM	0:02:16
2011-0891	M3	7:11:34 PM	7:13:50 PM	0:02:16
2002-2506	M1	6:08:59 PM	6:11:15 PM	0:02:16
2006-1412	M1	3:35:44 PM	3:38:00 PM	0:02:16
2007-3450	M1	5:21:20 PM	5:23:36 PM	0:02:16
2001-2033	M1	11:01:04 AM	11:03:19 AM	0:02:15
2006-0428	M2	9:34:19 AM	9:36:34 AM	0:02:15
2009-0977	M3	8:50:03 AM	8:52:18 AM	0:02:15
2010-1554	M1	7:49:01 AM	7:51:16 AM	0:02:15
2001-0650	M3	11:36:04 AM	11:38:16 AM	0:02:12
2002-0716	M2	3:03:34 PM	3:05:46 PM	0:02:12
2008-1884	M3	9:07:06 PM	9:09:18 PM	0:02:12
2005-1848	M1	12:11:49 AM	12:14:00 AM	0:02:11
2008-1677	M2	3:53:08 PM	3:55:19 PM	0:02:11
2006-1787	M3	8:13:37 PM	8:15:47 PM	0:02:10
2010-2520	M3	11:21:30 AM	11:23:40 AM	0:02:10
2001-0896	M2	2:20:21 PM	2:22:31 PM	0:02:10
2001-1271	M1	11:00:11 AM	11:02:21 AM	0:02:10
2009-1607	M2	1:42:02 PM	1:44:12 PM	0:02:10
2012-0718	M1	7:18:33 PM	7:20:42 PM	0:02:09
2012-1625	M1	5:11:12 PM	5:13:21 PM	0:02:09
2007-1252	M2	9:02:08 AM	9:04:16 AM	0:02:08
2005-1720	M2	7:42:06 PM	7:44:14 PM	0:02:08
2001-0465	M1	2:40:00 PM	2:42:07 PM	0:02:07
2011-2054	M2	2:39:30 PM	2:41:37 PM	0:02:07
2012-0346	M3	9:23:35 AM	9:25:42 AM	0:02:07
2010-1925	M1	9:42:44 AM	9:44:51 AM	0:02:07
2002-1127	M2	1:16:08 PM	1:18:14 PM	0:02:06
2012-1946	M3	11:35:01 AM	11:37:07 AM	0:02:06
2001-2359	M2	9:06:25 PM	9:08:31 PM	0:02:06
2007-1081	M1	4:56:37 PM	4:58:43 PM	0:02:06
2007-2141	M3	1:02:28 PM	1:04:32 PM	0:02:04
2008-1062	M1	7:22:48 PM	7:24:52 PM	0:02:04
2008-2323	M3	10:37:13 AM	10:39:17 AM	0:02:04
2009-2735	M1	7:46:28 AM	7:48:32 AM	0:02:04
2001-2521	M2	3:19:35 AM	3:21:38 AM	0:02:03
2004-2119	M3	5:17:07 PM	5:19:10 PM	0:02:03
2001-0503	M1	9:32:05 PM	9:34:07 PM	0:02:02
2005-1388	M3	7:43:42 PM	7:45:44 PM	0:02:02
2005-1102	M1	10:44:13 AM	10:46:14 AM	0:02:01
2007-3705	M1	2:23:41 PM	2:25:42 PM	0:02:01
2007-2129	M1	10:42:54 AM	10:44:54 AM	0:02:00
2007-3287	M1	2:02:17 PM	2:04:17 PM	0:02:00
2007-3287	M2	2:02:17 PM	2:04:17 PM	0:02:00
2008-2248	M3	7:29:39 PM	7:31:39 PM	0:02:00
2006-2872	M3	12:09:27 PM	12:11:26 PM	0:01:59
2009-2463	M3	1:20:39 PM	1:22:38 PM	0:01:59
2011-1378	M1	4:41:57 PM	4:43:55 PM	0:01:58
2006-0028	M2	9:47:18 AM	9:49:16 AM	0:01:58
2012-0288	M2	3:09:08 PM	3:11:06 PM	0:01:58
2005-1556	M3	7:23:42 PM	7:25:38 PM	0:01:56
2005-2164	M1	1:00:51 PM	1:02:46 PM	0:01:55
2010-0325	M1	9:37:43 AM	9:39:38 AM	0:01:55
2005-1040	M2	11:33:17 AM	11:35:11 AM	0:01:54
2008-0365	M3	2:50:37 PM	2:52:31 PM	0:01:54
2004-1950	M2	2:48:27 PM	2:50:21 PM	0:01:54
2009-2768	M3	4:26:42 PM	4:28:36 PM	0:01:54
2007-0675	M1	8:38:35 AM	8:40:28 AM	0:01:53
2009-0266	M3	9:13:49 PM	9:15:42 PM	0:01:53
2012-2088	M2	11:19:31 AM	11:21:23 AM	0:01:52
2012-2344	M3	6:15:11 PM	6:17:03 PM	0:01:52
2004-0573	M3	1:50:43 PM	1:52:35 PM	0:01:52
2007-1577	M3	10:36:29 PM	10:38:19 PM	0:01:50
2007-3445	M3	4:47:50 PM	4:49:40 PM	0:01:50
2004-1499	M3	3:51:35 PM	3:53:24 PM	0:01:49
2011-1667	M1	10:18:33 AM	10:20:22 AM	0:01:49
2001-1370	M3	10:57:42 AM	10:59:31 AM	0:01:49
2001-0758	M1	3:26:42 PM	3:28:30 PM	0:01:48
2003-1065	M3	7:31:39 PM	7:33:27 PM	0:01:48
2009-1790	M2	10:15:48 AM	10:17:36 AM	0:01:48
2009-1412	M1	3:26:45 PM	3:28:32 PM	0:01:47

2012-0765	M3	4:18:48 PM	4:20:35 PM	0:01:47
2004-1495	M2	2:32:31 PM	2:34:17 PM	0:01:46
2007-2434	M1	4:58:10 PM	4:59:55 PM	0:01:45
2008-2233	M2	4:44:34 PM	4:46:19 PM	0:01:45
2003-1743	M1	4:44:57 PM	4:46:41 PM	0:01:44
2012-0904	M3	1:11:34 PM	1:13:18 PM	0:01:44
2008-1335	M3	3:24:20 PM	3:26:03 PM	0:01:43
2009-1700	M2	1:03:24 PM	1:05:07 PM	0:01:43
2007-1402	M3	2:57:30 PM	2:59:13 PM	0:01:43
2008-0066	E9	2:15:17 PM	2:17:00 PM	0:01:43
2008-0066	M1	2:15:17 PM	2:17:00 PM	0:01:43
2005-0470	M3	4:43:29 PM	4:45:11 PM	0:01:42
2009-0385	M1	7:25:18 PM	7:27:00 PM	0:01:42
2010-1361	M3	12:01:07 PM	12:02:49 PM	0:01:42
2008-0664	M2	9:42:26 AM	9:44:07 AM	0:01:41
2003-2531	M2	4:21:25 PM	4:23:06 PM	0:01:41
2006-2049	M3	10:48:55 AM	10:50:36 AM	0:01:41
2002-2523	M3	9:29:38 PM	9:31:18 PM	0:01:40
2003-2281	M1	9:49:47 AM	9:51:27 AM	0:01:40
2006-1330	M1	5:13:11 PM	5:14:50 PM	0:01:39
2009-2128	M2	3:17:47 PM	3:19:26 PM	0:01:39
2003-1221	M1	5:57:20 PM	5:58:58 PM	0:01:38
2001-0691	M2	7:31:17 PM	7:32:54 PM	0:01:37
2002-0789	M3	8:25:49 AM	8:27:26 AM	0:01:37
2005-0664	M3	9:55:46 PM	9:57:23 PM	0:01:37
2008-1337	M1	3:41:28 PM	3:43:05 PM	0:01:37
2006-1732	M2	8:18:42 AM	8:20:18 AM	0:01:36
2005-1374	M1	5:04:31 PM	5:06:07 PM	0:01:36
2003-0785	M1	5:39:18 PM	5:40:52 PM	0:01:34
2007-2759	M1	6:15:50 PM	6:17:22 PM	0:01:32
2012-0914	M2	2:56:29 PM	2:58:01 PM	0:01:32
2003-0849	M1	2:33:25 PM	2:34:56 PM	0:01:31
2008-3260	M3	6:44:19 PM	6:45:50 PM	0:01:31
2009-2894	M3	4:02:03 PM	4:03:34 PM	0:01:31
2010-0768	M2	5:50:12 PM	5:51:43 PM	0:01:31
2012-0915	M3	3:34:29 PM	3:36:00 PM	0:01:31
2009-0584	M2	8:30:48 PM	8:32:18 PM	0:01:30
2002-0440	M3	1:51:02 PM	1:52:32 PM	0:01:30
2006-0256	M1	3:46:37 PM	3:48:06 PM	0:01:29
2010-2319	M1	8:31:48 PM	8:33:17 PM	0:01:29
2002-0253	M1	12:35:07 PM	12:36:36 PM	0:01:29
2004-1872	M1	3:47:21 PM	3:48:50 PM	0:01:29
2011-1186	M1	12:56:12 PM	12:57:40 PM	0:01:28
2003-1948	M3	8:48:09 AM	8:49:34 AM	0:01:25
2001-1863	M3	5:37:44 PM	5:39:09 PM	0:01:25
2010-0634	M2	1:06:50 PM	1:08:15 PM	0:01:25
2010-1977	M1	12:55:17 AM	12:56:42 AM	0:01:25
2011-1864	M1	3:49:27 PM	3:50:50 PM	0:01:23
2011-1864	M3	3:49:27 PM	3:50:50 PM	0:01:23
2005-1136	M2	5:34:48 PM	5:36:10 PM	0:01:22
2007-1214	M1	8:32:03 PM	8:33:25 PM	0:01:22
2002-1659	M2	9:55:18 PM	9:56:39 PM	0:01:21
2010-2399	M1	6:00:44 PM	6:02:04 PM	0:01:20
2012-1241	M3	2:37:51 PM	2:39:11 PM	0:01:20
2006-0053	M1	1:28:18 PM	1:29:37 PM	0:01:19
2005-2507	M3	9:22:23 AM	9:23:37 AM	0:01:14
2012-0669	M1	10:00:36 AM	10:01:49 AM	0:01:13
2012-0669	M3	10:00:36 AM	10:01:49 AM	0:01:13
2006-0807	M1	12:26:00 PM	12:27:12 PM	0:01:12
2006-2449	M1	11:27:14 AM	11:28:25 AM	0:01:11
2012-0888	M2	8:05:53 AM	8:07:03 AM	0:01:10
2009-0781	M3	9:41:52 PM	9:43:01 PM	0:01:09
2010-1781	M1	3:17:31 PM	3:18:39 PM	0:01:08
2009-1427	M7	6:24:05 PM	6:25:13 PM	0:01:08
2008-4210	M1	8:00:02 PM	8:01:08 PM	0:01:06
2002-2858	M2	1:26:47 PM	1:27:52 PM	0:01:05
2006-0549	M3	10:10:39 AM	10:11:44 AM	0:01:05
2007-3900	M2	10:46:19 PM	10:47:23 PM	0:01:04
2009-3197	M3	12:55:25 PM	12:56:29 PM	0:01:04
2011-2059	M3	2:59:47 PM	3:00:50 PM	0:01:03
2007-0321	M1	5:29:08 PM	5:30:10 PM	0:01:02
2010-0635	M2	1:39:41 PM	1:40:42 PM	0:01:01
2004-0848	M3	8:04:56 AM	8:05:55 AM	0:00:59
2012-1610	M3	3:06:40 PM	3:07:39 PM	0:00:59

2012-1545	M3	8:21:05 PM	8:21:59 PM	0:00:54
2006-0209	M1	9:16:37 PM	9:17:30 PM	0:00:53
2008-0989	M3	1:01:15 PM	1:02:07 PM	0:00:52
2007-1526	M1	1:46:17 PM	1:47:09 PM	0:00:52
2010-1509	M1	7:46:33 PM	7:47:24 PM	0:00:51
2003-1358	M1	10:28:05 AM	10:28:54 AM	0:00:49
2008-1518	M2	9:24:12 AM	9:25:01 AM	0:00:49
2005-1969	M2	12:45:16 PM	12:46:04 PM	0:00:48
2008-2588	M3	12:56:32 PM	12:57:20 PM	0:00:48
2010-0948	M1	1:17:44 PM	1:18:31 PM	0:00:47
2009-2337	M2	12:12:48 PM	12:13:32 PM	0:00:44
2006-0757	M1	6:09:18 PM	6:09:58 PM	0:00:40
2009-3087	M3	11:20:10 AM	11:20:50 AM	0:00:40
2011-0728	M3	9:35:39 PM	9:36:19 PM	0:00:40
2007-0558	M3	7:49:55 PM	7:50:34 PM	0:00:39
2008-3591	M2	2:36:43 PM	2:37:20 PM	0:00:37
2007-1822	M3	12:28:34 PM	12:29:06 PM	0:00:32
2010-1019	M3	12:27:37 AM	12:28:07 AM	0:00:30
2011-2062	M2	3:59:31 PM	4:00:01 PM	0:00:30
2008-0338	M3	10:07:07 AM	10:07:37 AM	0:00:30
2005-2550	M1	9:04:23 PM	9:04:51 PM	0:00:28
2002-1007	M3	12:35:16 PM	12:35:43 PM	0:00:27
2004-1205	M1	8:00:49 AM	8:01:12 AM	0:00:23
2009-2893	M1	3:53:11 PM	3:53:34 PM	0:00:23
2012-0832	M2	3:12:14 PM	3:12:36 PM	0:00:22
2002-0788	M2	8:16:57 AM	8:17:15 AM	0:00:18
2012-0197	M1	1:55:13 PM	1:55:30 PM	0:00:17
2001-0899	M2	3:10:57 PM	3:11:11 PM	0:00:14
2007-3676	M2	10:41:25 AM	10:41:32 AM	0:00:07
2007-3904	M3	11:36:56 PM	11:37:03 PM	0:00:07
2006-2369	M1	2:04:01 PM	2:04:07 PM	0:00:06
2008-0830	M2	2:48:56 PM	2:49:02 PM	0:00:06
2008-0557	M2	10:13:56 AM	10:14:01 AM	0:00:05
2008-3556	M3	9:05:58 AM	9:06:03 AM	0:00:05
2008-3683	M2	10:46:37 AM	10:46:42 AM	0:00:05
2002-0599	M2	3:53:46 PM	3:53:50 PM	0:00:04
2006-1590	M1	4:10:49 PM	4:10:53 PM	0:00:04
2002-0060	M2	1:39:34 PM	1:39:38 PM	0:00:04
2001-2118	M3	8:54:32 AM	8:54:35 AM	0:00:03
2010-0955	M1	2:52:57 PM	2:53:00 PM	0:00:03
2011-0994	M1	4:53:59 AM	4:54:02 AM	0:00:03
2012-1515	M3	2:38:05 PM	2:38:08 PM	0:00:03
2009-0859	M3	12:36:38 PM	12:36:40 PM	0:00:02

911	Incident #	Unit	Dispatch	On Scene	Response Time	IFTS	Incident #	Unit	Dispatch	On Scene	Response Time
	2101-1905	M3	1:10:33 PM	1:24:28 PM	0:13:55		2101-1996	M3	5:49:24 AM	9:17:49 AM	3:28:25
	2103-0783	M3	2:37:06 PM	2:50:42 PM	0:13:36		2103-2051	M3	5:00:12 PM	7:31:01 PM	2:30:49
	2103-2145	M1	1:18:06 PM	1:31:23 PM	0:13:17		2101-0875	M3	2:47:30 AM	5:03:22 AM	2:15:52
	2101-2022	M2	1:18:13 PM	1:31:12 PM	0:12:59		2101-1912	M1	3:33:56 PM	5:21:18 PM	1:47:22
	2103-1253	M1	3:03:21 PM	3:16:12 PM	0:12:51		2103-2289	M3	11:05:33 AM	12:42:59 PM	1:37:26
	2103-2219	M3	1:28:34 PM	1:40:59 PM	0:12:25		2103-0214	M3	3:48:14 PM	5:17:19 PM	1:29:05
	2101-2174	M3	10:39:54 AM	10:52:17 AM	0:12:23		2101-0486	M3	8:01:45 PM	9:21:38 PM	1:19:53
	2103-1789	M3	7:30:31 AM	7:42:16 AM	0:11:45		2101-2672	M2	2:43:49 PM	3:56:08 PM	1:12:19
	2103-1237	M2	11:51:59 AM	12:03:18 PM	0:11:19		2101-2014	M2	12:00:08 PM	1:10:27 PM	1:10:19
	2102-1279	M3	2:44:09 PM	2:55:25 PM	0:11:16		2103-1411	M1	12:27:15 PM	1:36:28 PM	1:09:13
	2101-2231	M1	3:08:19 AM	3:19:25 AM	0:11:06		2101-2561	M3	2:00:45 PM	3:06:44 PM	1:05:59
	2101-1897	M3	12:09:46 PM	12:20:52 PM	0:11:06		2102-0292	M2	8:01:53 AM	9:06:51 AM	1:04:58
	2101-1290	M1	12:55:54 PM	1:06:59 PM	0:11:05		2103-2225	M1	3:16:54 PM	4:21:16 PM	1:04:22
	2103-1453	M3	6:04:14 PM	6:15:09 PM	0:10:55		2103-1600	M1	9:36:36 AM	10:38:52 AM	1:02:16
	2102-0108	M1	7:53:59 AM	8:04:34 AM	0:10:35		2103-0196	M1	1:08:34 PM	2:10:43 PM	1:02:09
	2102-1401	M3	4:20:42 PM	4:31:13 PM	0:10:31		2101-1728	M3	5:11:57 PM	6:11:34 PM	0:59:37
	2101-2222	M1	8:25:00 PM	8:35:30 PM	0:10:30		2101-0989	M3	3:17:22 PM	4:16:12 PM	0:58:50
	2101-0129	M3	8:41:43 PM	8:51:58 PM	0:10:15		2103-2368	M2	8:31:29 AM	9:30:08 AM	0:58:39
	2103-0242	M1	12:22:22 AM	12:32:27 AM	0:10:05		2103-1706	M2	1:18:01 PM	2:15:50 PM	0:57:49
	2102-1661	M1	2:08:33 PM	2:18:26 PM	0:09:53		2103-1900	M1	11:37:47 AM	12:31:30 PM	0:53:43
	2101-2455	M3	12:44:01 PM	12:53:53 PM	0:09:52		2102-1570	M1	2:51:52 PM	3:44:47 PM	0:52:55
	2103-2138	M1	12:05:52 PM	12:15:44 PM	0:09:52		2103-2275	M2	8:38:31 AM	9:30:34 AM	0:52:03
	2103-0625	M1	3:53:57 PM	4:03:46 PM	0:09:49		2102-0897	M3	3:59:00 AM	4:50:04 AM	0:51:04
	2102-2064	M1	10:10:53 AM	10:20:42 AM	0:09:49		2103-0900	M3	3:32:36 PM	4:23:27 PM	0:50:51
	2102-0285	M1	4:09:52 PM	4:19:39 PM	0:09:47		2102-0438	M3	1:15:35 PM	2:06:25 PM	0:50:50
	2101-1440	M1	12:34:32 AM	12:44:18 AM	0:09:46		2103-2313	M2	3:01:59 PM	3:52:38 PM	0:50:39
	2101-2153	M1	1:41:45 AM	1:51:30 AM	0:09:45		2102-0912	M3	11:46:09 AM	12:36:27 PM	0:50:18
	2101-1252	M1	1:37:18 AM	1:47:02 AM	0:09:44		2101-1673	M1	8:19:03 PM	9:08:44 PM	0:49:41
	2101-2534	M1	8:22:10 AM	8:31:33 AM	0:09:23		2101-1204	M2	2:49:45 PM	3:38:11 PM	0:48:26
	2101-2618	M3	1:06:09 AM	1:15:30 AM	0:09:21		2101-2128	M1	4:30:19 PM	5:18:32 PM	0:48:13
	2101-2335	M1	9:48:36 AM	9:57:53 AM	0:09:17		2101-1589	M1	12:38:31 PM	1:22:23 PM	0:43:52
	2101-1598	M3	2:56:30 PM	3:05:44 PM	0:09:14		2102-0779	M1	11:13:23 AM	11:55:18 AM	0:41:55
	2101-2480	M1	3:35:20 PM	3:44:30 PM	0:09:10		2101-1875	M1	8:28:08 AM	9:09:28 AM	0:41:20
	2102-1831	M1	11:17:38 AM	11:26:45 AM	0:09:07		2103-2692	M1	8:48:27 AM	9:28:22 AM	0:39:55
	2102-1831	M3	11:17:38 AM	11:26:45 AM	0:09:07		2102-0388	M3	12:28:36 AM	1:07:54 AM	0:39:18
	2101-2529	M1	3:18:34 AM	3:27:38 AM	0:09:04		2102-2100	M3	5:06:09 PM	5:44:49 PM	0:38:40
	2103-0370	M1	3:41:31 PM	3:50:34 PM	0:09:03		2102-0906	M2	10:09:07 AM	10:47:20 AM	0:38:13
	2103-0328	M3	3:13:50 AM	3:22:52 AM	0:09:02		2103-0057	M1	3:59:15 PM	4:33:36 PM	0:34:21
	2102-1681	M1	6:09:15 PM	6:18:08 PM	0:08:53		2103-1116	M3	2:54:05 AM	3:25:34 AM	0:31:29
	2101-0739	M3	10:32:08 AM	10:40:59 AM	0:08:51		2101-1899	M1	12:49:19 PM	1:19:50 PM	0:30:31
	2103-0683	M1	10:42:47 AM	10:51:34 AM	0:08:47		2103-1794	M2	9:19:38 AM	9:49:47 AM	0:30:09
	2103-1012	M3	1:40:04 AM	1:48:49 AM	0:08:45		2103-0193	M1	11:43:37 AM	12:13:05 PM	0:29:28
	2101-2553	M1	1:02:51 PM	1:11:32 PM	0:08:41		2103-1808	M2	12:29:39 PM	12:58:13 PM	0:28:34
	2101-2670	M3	2:30:22 PM	2:39:01 PM	0:08:39		2102-1740	M1	9:29:53 AM	9:58:24 AM	0:28:31
	2103-1011	M1	12:59:25 AM	1:08:04 AM	0:08:39		2101-2572	M3	4:19:37 PM	4:47:57 PM	0:28:20
	2101-0571	M1	6:53:44 AM	7:02:21 AM	0:08:37		2101-0549	M3	5:36:20 PM	6:04:17 PM	0:27:57
	2103-1146	M1	3:38:01 PM	3:46:38 PM	0:08:37		2101-0275	M3	5:50:56 AM	6:18:32 AM	0:27:36
	2103-0351	M1	11:22:27 AM	11:30:57 AM	0:08:30		2101-1819	M3	4:53:27 PM	5:20:31 PM	0:27:04
	2103-2459	M1	12:09:54 AM	12:18:22 AM	0:08:28		2103-1871	M1	12:58:32 AM	1:24:48 AM	0:26:16
	2102-0183	M1	8:31:32 AM	8:39:45 AM	0:08:13		2102-2275	M1	12:59:09 PM	1:25:08 PM	0:25:59
	2103-0867	M3	11:33:17 AM	11:41:25 AM	0:08:08		2103-1042	M2	1:11:46 PM	1:37:42 PM	0:25:56
	2101-2626	M1	3:15:22 AM	3:23:29 AM	0:08:07		2103-1534	M3	3:49:47 PM	4:15:27 PM	0:25:40
	2101-0385	M1	12:36:12 PM	12:44:17 PM	0:08:05		2102-1384	M1	2:17:56 PM	2:43:35 PM	0:25:39
	2101-1841	M1	8:21:56 PM	8:29:59 PM	0:08:03		2101-1002	M3	5:02:12 PM	5:27:25 PM	0:25:13
	2101-1814	M2	3:26:48 PM	3:34:49 PM	0:08:01		2102-0913	M1	12:09:32 PM	12:34:42 PM	0:25:10
	2102-0680	M1	12:43:51 AM	12:51:50 AM	0:07:59		2103-0688	M3	10:54:31 AM	11:19:16 AM	0:24:45
	2102-1620	M3	2:06:32 AM	2:14:31 AM	0:07:59		2101-1110	M1	11:06:11 AM	11:30:19 AM	0:24:08
	2101-2072	M1	3:25:01 AM	3:32:58 AM	0:07:57		2103-2090	M1	12:39:55 AM	1:03:43 AM	0:23:48
	2101-0500	M1	11:19:15 PM	11:27:10 PM	0:07:55		2102-0396	M3	5:19:42 AM	5:43:10 AM	0:23:28
	2103-1425	M3	2:59:29 PM	3:07:24 PM	0:07:55		2103-1531	M1	2:52:40 PM	3:15:35 PM	0:22:55
	2103-0282	M1	1:48:05 PM	1:55:55 PM	0:07:50		2101-2544	M1	11:02:18 AM	11:24:45 AM	0:22:27
	2103-2332	M1	8:53:56 PM	9:01:44 PM	0:07:48		2101-0925	M3	3:38:07 PM	4:00:32 PM	0:22:25
	2103-1690	M3	7:31:51 AM	7:39:37 AM	0:07:46		2102-0562	M1	5:02:59 PM	5:25:09 PM	0:22:10
	2103-2728	M1	2:00:58 PM	2:08:41 PM	0:07:43		2102-0264	M1	1:56:06 PM	2:17:40 PM	0:21:34
	2101-0689	M1	6:27:39 PM	6:35:20 PM	0:07:41		2102-0546	M3	3:06:31 PM	3:28:03 PM	0:21:32
	2103-1349	M1	1:30:37 PM	1:38:14 PM	0:07:37		2101-1650	M3	1:41:44 PM	2:03:04 PM	0:21:20
	2102-0398	M1	6:26:01 AM	6:33:37 AM	0:07:36		2103-1303	M1	2:01:19 AM	2:22:29 AM	0:21:10
	2101-2629	M3	6:44:46 AM	6:52:21 AM	0:07:35		2102-2170	M1	10:33:31 AM	10:54:33 AM	0:21:02
	2102-1116	M1	1:44:56 PM	1:52:31 PM	0:07:35		2103-2157	M1	2:41:01 PM	3:01:52 PM	0:20:51

2103-2132	M3	11:25:42 AM	11:33:17 AM	0:07:35	2102-2007	M1	2:18:29 PM	2:39:08 PM	0:20:39
2102-1581	M3	4:52:51 PM	5:00:25 PM	0:07:34	2101-2468	M1	2:14:43 PM	2:35:11 PM	0:20:28
2103-2175	M1	11:22:59 PM	11:30:30 PM	0:07:31	2103-1139	M3	2:06:38 PM	2:26:41 PM	0:20:03
2103-0240	M1	11:54:02 PM	12:01:30 AM	0:07:28	2102-0286	M3	4:11:16 PM	4:31:10 PM	0:19:54
2103-2207	M2	10:52:51 AM	11:00:18 AM	0:07:27	2102-0333	M1	12:35:45 PM	12:55:36 PM	0:19:51
2101-1916	M1	3:32:42 PM	3:40:06 PM	0:07:24	2101-0473	M3	4:20:30 PM	4:40:04 PM	0:19:34
2101-1916	M3	3:32:42 PM	3:40:06 PM	0:07:24	2103-2155	M3	2:30:48 PM	2:49:59 PM	0:19:11
2101-1864	M1	12:35:25 AM	12:42:48 AM	0:07:23	2101-0649	M2	11:17:00 AM	11:35:59 AM	0:18:59
2102-0886	M3	12:11:31 AM	12:18:52 AM	0:07:21	2102-1555	M2	12:14:51 PM	12:33:01 PM	0:18:10
2102-1102	M1	10:56:08 AM	11:03:25 AM	0:07:17	2101-0086	M3	3:12:57 PM	3:30:35 PM	0:17:38
2101-0321	M2	4:17:54 PM	4:25:08 PM	0:07:14	2103-0482	M2	2:28:23 PM	2:45:09 PM	0:16:46
2102-0907	M1	10:40:26 AM	10:47:37 AM	0:07:11	2101-1911	M1	2:51:51 PM	3:08:25 PM	0:16:34
2103-1878	M1	2:00:52 AM	2:08:02 AM	0:07:10	2101-0828	M2	1:50:06 PM	2:06:32 PM	0:16:26
2102-1576	M3	3:49:37 PM	3:56:44 PM	0:07:07	2101-1108	M3	10:52:51 AM	11:08:55 AM	0:16:04
2102-0484	M3	9:11:54 PM	9:18:58 PM	0:07:04	2102-1747	M2	11:17:28 AM	11:33:08 AM	0:15:40
2102-0243	M3	12:19:09 AM	12:26:13 AM	0:07:04	2101-1908	M3	2:06:30 PM	2:21:40 PM	0:15:10
2103-2414	M1	4:25:10 PM	4:32:11 PM	0:07:01	2101-1389	M2	2:34:10 PM	2:49:11 PM	0:15:01
2101-1351	M1	5:26:57 AM	5:33:55 AM	0:06:58	2101-2195	M1	1:39:56 PM	1:54:50 PM	0:14:54
2103-0567	M3	1:17:27 AM	1:24:25 AM	0:06:58	2103-0872	M1	11:57:18 AM	12:12:09 PM	0:14:51
2103-2713	M3	11:59:16 AM	12:06:14 PM	0:06:58	2101-0065	M3	12:21:06 PM	12:35:15 PM	0:14:09
2103-2545	M3	6:58:22 AM	7:05:19 AM	0:06:57	2101-2371	M1	3:10:20 PM	3:24:21 PM	0:14:01
2102-1641	M2	10:46:28 AM	10:53:23 AM	0:06:55					
2103-0236	M3	10:30:27 PM	10:37:21 PM	0:06:54					
2102-0630	M1	12:28:38 PM	12:35:30 PM	0:06:52					
2102-1012	M3	2:57:02 PM	3:03:54 PM	0:06:52					
2103-1677	M1	12:24:48 AM	12:31:40 AM	0:06:52					
2101-2584	M3	6:04:01 PM	6:10:52 PM	0:06:51					
2101-0947	M1	3:44:44 AM	3:51:35 AM	0:06:51					
2101-1773	M1	7:04:59 AM	7:11:50 AM	0:06:51					
2103-2637	M1	1:34:45 PM	1:41:36 PM	0:06:51					
2101-0459	M1	2:18:35 PM	2:25:25 PM	0:06:50					
2101-0431	M3	6:00:11 AM	6:06:59 AM	0:06:48					
2102-1418	M1	7:52:13 PM	7:59:00 PM	0:06:47					
2103-1488	M1	4:43:10 AM	4:49:56 AM	0:06:46					
2103-2680	M3	1:09:39 AM	1:16:24 AM	0:06:45					
2101-1501	M3	2:46:09 PM	2:52:52 PM	0:06:43					
2101-1718	M1	3:08:12 PM	3:14:55 PM	0:06:43					
2101-1713	M3	1:50:02 PM	1:56:44 PM	0:06:42					
2102-0392	M3	1:16:57 AM	1:23:39 AM	0:06:42					
2101-0631	M3	2:22:02 AM	2:28:42 AM	0:06:40					
2103-1686	M1	3:33:10 AM	3:39:49 AM	0:06:39					
2103-2671	M1	9:39:02 PM	9:45:39 PM	0:06:37					
2101-2106	M1	12:29:53 PM	12:36:28 PM	0:06:35					
2101-1041	M1	6:41:49 AM	6:48:22 AM	0:06:33					
2102-1038	M3	6:50:20 PM	6:56:53 PM	0:06:33					
2102-1535	M3	6:46:30 AM	6:53:03 AM	0:06:33					
2101-0451	M3	11:36:21 AM	11:42:53 AM	0:06:32					
2101-2434	M3	9:47:43 AM	9:54:12 AM	0:06:29					
2102-0405	M3	7:26:06 AM	7:32:32 AM	0:06:26					
2103-0970	M3	2:56:24 PM	3:02:48 PM	0:06:24					
2101-0352	M1	12:49:35 AM	12:55:59 AM	0:06:24					
2101-0716	M3	1:29:50 AM	1:36:13 AM	0:06:23					
2102-2161	M1	9:23:22 AM	9:29:45 AM	0:06:23					
2101-0217	M3	6:23:48 PM	6:30:10 PM	0:06:22					
2103-1127	M2	10:38:28 AM	10:44:50 AM	0:06:22					
2102-1808	M3	1:50:50 AM	1:57:10 AM	0:06:20					
2102-2177	M3	11:51:10 AM	11:57:28 AM	0:06:18					
2101-0119	M1	7:55:22 PM	8:01:38 PM	0:06:16					
2102-1290	M3	3:36:08 PM	3:42:24 PM	0:06:16					
2102-0943	M3	6:05:11 PM	6:11:26 PM	0:06:15					
2103-1371	M1	8:44:23 PM	8:50:36 PM	0:06:13					
2101-0332	M3	6:15:13 PM	6:21:25 PM	0:06:12					
2103-1404	M3	10:38:12 AM	10:44:24 AM	0:06:12					
2101-1594	M3	2:02:01 PM	2:08:13 PM	0:06:12					
2101-0056	M2	11:08:14 AM	11:14:25 AM	0:06:11					
2102-0990	M1	7:44:21 AM	7:50:32 AM	0:06:11					
2103-0068	M3	5:31:14 PM	5:37:25 PM	0:06:11					
2102-0101	M1	12:53:21 AM	12:59:30 AM	0:06:09					
2102-2172	M2	10:35:29 AM	10:41:37 AM	0:06:08					
2103-2760	M1	6:15:07 PM	6:21:15 PM	0:06:08					

2102-1366	M3	12:05:57 PM	12:12:03 PM	0:06:06
2102-2019	M1	4:48:27 PM	4:54:32 PM	0:06:05
2103-2020	M3	7:17:59 AM	7:24:04 AM	0:06:05
2102-2409	M2	1:18:08 PM	1:24:11 PM	0:06:03
2102-0690	M1	8:01:35 AM	8:07:37 AM	0:06:02
2102-1505	M3	7:43:10 PM	7:49:11 PM	0:06:01
2103-2371	M3	9:02:46 AM	9:08:47 AM	0:06:01
2103-2102	M3	5:43:02 AM	5:49:01 AM	0:05:59
2101-0538	M3	2:45:16 PM	2:51:14 PM	0:05:58
2102-0892	M1	1:23:57 AM	1:29:54 AM	0:05:57
2102-2091	M1	3:28:17 PM	3:34:13 PM	0:05:56
2102-0944	M1	6:09:11 PM	6:15:06 PM	0:05:55
2103-2285	M1	10:24:52 AM	10:30:47 AM	0:05:55
2102-0856	M3	2:43:39 PM	2:49:31 PM	0:05:52
2102-0857	M1	3:03:37 PM	3:09:29 PM	0:05:52
2103-1399	M3	9:57:11 AM	10:03:02 AM	0:05:51
2101-1978	M1	11:38:58 PM	11:44:48 PM	0:05:50
2101-0735	M3	9:00:01 AM	9:05:51 AM	0:05:50
2101-2271	M1	1:48:21 PM	1:54:10 PM	0:05:49
2102-1244	M3	5:34:44 AM	5:40:33 AM	0:05:49
2103-0709	M3	3:25:49 PM	3:31:38 PM	0:05:49
2101-2543	M3	11:00:21 AM	11:06:09 AM	0:05:48
2102-0305	M1	11:01:21 PM	11:07:09 PM	0:05:48
2103-1832	M3	6:46:00 PM	6:51:48 PM	0:05:48
2103-1781	M1	3:19:10 AM	3:24:57 AM	0:05:47
2101-2571	M1	4:09:54 PM	4:15:40 PM	0:05:46
2102-1807	M1	1:15:23 AM	1:21:09 AM	0:05:46
2102-1875	M1	10:50:08 PM	10:55:54 PM	0:05:46
2103-1587	M1	4:53:57 AM	4:59:43 AM	0:05:46
2101-1455	M1	5:30:06 AM	5:35:51 AM	0:05:45
2101-1291	M3	1:05:18 PM	1:11:02 PM	0:05:44
2102-1045	M1	8:17:59 PM	8:23:42 PM	0:05:43
2101-0845	M3	6:43:15 PM	6:48:58 PM	0:05:43
2103-1029	M3	10:30:41 AM	10:36:24 AM	0:05:43
2101-0646	M3	10:21:33 AM	10:27:15 AM	0:05:42
2101-1668	M3	6:11:11 PM	6:16:52 PM	0:05:41
2102-1667	M2	3:32:53 PM	3:38:34 PM	0:05:41
2102-1905	M1	10:24:12 AM	10:29:52 AM	0:05:40
2102-0315	M1	6:22:01 AM	6:27:41 AM	0:05:40
2101-2079	M3	6:08:01 AM	6:13:40 AM	0:05:39
2101-1038	M3	12:56:06 AM	1:01:44 AM	0:05:38
2101-2597	M3	8:35:45 PM	8:41:23 PM	0:05:38
2102-0757	M1	12:14:02 AM	12:19:39 AM	0:05:37
2101-1407	M3	6:23:41 PM	6:29:18 PM	0:05:37
2102-1785	M1	7:46:55 PM	7:52:32 PM	0:05:37
2101-1573	M3	7:56:43 AM	8:02:19 AM	0:05:36
2103-0225	M1	6:30:50 PM	6:36:26 PM	0:05:36
2103-0546	M3	10:08:35 PM	10:14:11 PM	0:05:36
2101-2093	M1	10:32:38 AM	10:38:13 AM	0:05:35
2102-2399	M1	12:04:28 PM	12:10:01 PM	0:05:33
2103-0548	M1	10:58:52 PM	11:04:25 PM	0:05:33
2103-1484	M3	3:12:22 AM	3:17:55 AM	0:05:33
2101-1735	M1	6:55:57 PM	7:01:28 PM	0:05:31
2101-2533	M3	8:03:25 AM	8:08:56 AM	0:05:31
2102-0072	M1	4:34:19 PM	4:39:50 PM	0:05:31
2102-0393	M1	1:21:55 AM	1:27:26 AM	0:05:31
2102-0920	M3	1:39:07 PM	1:44:38 PM	0:05:31
2103-1596	M3	9:15:27 AM	9:20:57 AM	0:05:30
2101-1958	M3	9:41:17 PM	9:46:47 PM	0:05:30
2101-2142	M3	8:31:11 PM	8:36:41 PM	0:05:30
2101-2677	M1	3:55:37 PM	4:01:07 PM	0:05:30
2102-0835	M3	11:26:42 PM	11:32:11 PM	0:05:29
2103-2001	M3	11:50:59 PM	11:56:28 PM	0:05:29
2101-1658	M3	3:48:01 PM	3:53:30 PM	0:05:29
2102-2428	M3	5:50:15 PM	5:55:44 PM	0:05:29
2101-2028	M1	3:00:21 PM	3:05:49 PM	0:05:28
2103-0712	M1	3:47:27 PM	3:52:55 PM	0:05:28
2103-0837	M1	3:43:14 AM	3:48:42 AM	0:05:28
2102-0294	M3	7:40:48 PM	7:46:15 PM	0:05:27
2101-1345	M1	1:42:30 AM	1:47:56 AM	0:05:26

2102-1362	M1	11:43:20 AM	11:48:46 AM	0:05:26
2103-2086	M1	11:01:56 PM	11:07:18 PM	0:05:22
2101-0707	M1	11:20:46 PM	11:26:07 PM	0:05:21
2102-2023	M1	6:30:41 PM	6:36:02 PM	0:05:21
2103-1802	M1	11:03:50 AM	11:09:11 AM	0:05:21
2102-1453	M1	11:02:22 AM	11:07:43 AM	0:05:21
2101-1042	M1	7:24:02 AM	7:29:22 AM	0:05:20
2101-2050	M3	7:49:24 PM	7:54:44 PM	0:05:20
2103-0716	M3	6:28:46 PM	6:34:06 PM	0:05:20
2103-0303	M1	6:02:57 PM	6:08:16 PM	0:05:19
2101-1849	M1	10:02:26 PM	10:07:45 PM	0:05:19
2103-1683	M3	2:04:17 AM	2:09:36 AM	0:05:19
2101-1480	M1	11:35:07 AM	11:40:25 AM	0:05:18
2101-1480	M3	11:35:07 AM	11:40:25 AM	0:05:18
2102-1169	M1	12:32:18 AM	12:37:36 AM	0:05:18
2102-1922	M3	12:27:19 PM	12:32:37 PM	0:05:18
2103-1323	M3	9:34:21 AM	9:39:39 AM	0:05:18
2102-0159	M3	5:44:23 PM	5:49:39 PM	0:05:16
2101-2429	M1	8:40:07 AM	8:45:23 AM	0:05:16
2102-1023	M1	4:08:35 PM	4:13:50 PM	0:05:15
2103-1731	M1	7:18:29 PM	7:23:44 PM	0:05:15
2101-2368	M3	2:48:35 PM	2:53:49 PM	0:05:14
2102-1854	M1	4:54:10 PM	4:59:24 PM	0:05:14
2102-1326	M1	10:45:12 PM	10:50:25 PM	0:05:13
2101-0366	M1	8:02:47 AM	8:07:59 AM	0:05:12
2102-0684	M3	5:25:13 AM	5:30:25 AM	0:05:12
2103-0947	M3	7:09:27 AM	7:14:38 AM	0:05:11
2103-1552	M1	8:20:32 PM	8:25:42 PM	0:05:10
2102-0157	M1	5:20:06 PM	5:25:15 PM	0:05:09
2102-1699	M1	10:29:58 PM	10:35:07 PM	0:05:09
2102-2049	M1	8:09:24 AM	8:14:33 AM	0:05:09
2102-0962	M3	8:33:12 PM	8:38:20 PM	0:05:08
2101-0255	M1	11:03:05 PM	11:08:12 PM	0:05:07
2101-0255	M3	11:03:05 PM	11:08:12 PM	0:05:07
2101-0521	M2	9:32:58 AM	9:38:04 AM	0:05:06
2101-2426	M1	7:54:51 AM	7:59:57 AM	0:05:06
2103-0620	M2	2:00:08 PM	2:05:14 PM	0:05:06
2103-1923	M3	7:01:24 PM	7:06:29 PM	0:05:05
2103-0604	M3	11:43:55 AM	11:49:00 AM	0:05:05
2102-0800	M1	2:51:39 PM	2:56:43 PM	0:05:04
2103-1857	M1	11:00:05 PM	11:05:09 PM	0:05:04
2103-2017	M3	5:06:44 AM	5:11:48 AM	0:05:04
2101-1544	M3	12:33:49 AM	12:38:53 AM	0:05:04
2101-1249	M3	12:27:38 AM	12:32:41 AM	0:05:03
2101-1619	M1	1:54:57 AM	2:00:00 AM	0:05:03
2101-0019	M3	2:54:07 AM	2:59:09 AM	0:05:02
2102-0180	M3	8:08:34 AM	8:13:36 AM	0:05:02
2101-0517	M1	8:58:51 AM	9:03:52 AM	0:05:01
2101-1215	M3	6:34:14 PM	6:39:15 PM	0:05:01
2101-1383	M1	1:21:06 PM	1:26:07 PM	0:05:01
2102-0758	M3	12:16:28 AM	12:21:29 AM	0:05:01
2103-1031	M1	11:09:22 AM	11:14:23 AM	0:05:01
2103-2310	M2	2:46:59 PM	2:52:00 PM	0:05:01
2102-1095	M1	9:07:39 AM	9:12:39 AM	0:05:00
2103-0270	M1	11:00:33 AM	11:05:31 AM	0:04:58
2101-0960	M3	10:18:32 AM	10:23:30 AM	0:04:58
2102-0372	M1	8:19:56 PM	8:24:53 PM	0:04:57
2102-0627	M3	12:06:18 PM	12:11:14 PM	0:04:56
2103-0161	M3	8:22:39 PM	8:27:34 PM	0:04:55
2103-2506	M3	6:22:12 PM	6:27:07 PM	0:04:55
2103-1612	M3	1:07:44 PM	1:12:38 PM	0:04:54
2101-0411	M1	9:03:49 PM	9:08:42 PM	0:04:53
2101-2643	M3	10:04:58 AM	10:09:51 AM	0:04:53
2102-1314	M3	6:20:24 PM	6:25:15 PM	0:04:51
2102-2040	M3	11:48:15 PM	11:53:05 PM	0:04:50
2101-1683	M1	12:22:54 AM	12:27:43 AM	0:04:49
2102-0025	M3	10:04:56 AM	10:09:45 AM	0:04:49
2101-2513	M3	11:33:15 PM	11:38:04 PM	0:04:49
2102-1121	M3	2:08:20 PM	2:13:09 PM	0:04:49
2102-0744	M1	10:15:43 PM	10:20:31 PM	0:04:48

2102-1734	M1	6:21:46 AM	6:26:34 AM	0:04:48
2102-2300	M3	5:22:30 PM	5:27:18 PM	0:04:48
2103-1014	M1	2:51:44 AM	2:56:31 AM	0:04:47
2103-2188	M3	5:53:56 AM	5:58:43 AM	0:04:47
2102-0564	M3	5:22:22 PM	5:27:09 PM	0:04:47
2103-0729	M1	9:51:35 PM	9:56:22 PM	0:04:47
2102-0821	M3	6:23:04 PM	6:27:50 PM	0:04:46
2103-2293	M1	12:05:38 PM	12:10:24 PM	0:04:46
2102-0508	M3	7:37:47 AM	7:42:32 AM	0:04:45
2103-1179	M3	9:12:41 PM	9:17:26 PM	0:04:45
2103-2328	M3	8:26:47 PM	8:31:32 PM	0:04:45
2103-2547	M1	7:16:15 AM	7:21:00 AM	0:04:45
2101-1384	M3	1:33:24 PM	1:38:08 PM	0:04:44
2103-0138	M1	2:42:36 PM	2:47:20 PM	0:04:44
2102-1765	M1	3:13:44 PM	3:18:27 PM	0:04:43
2101-1265	M3	4:03:51 AM	4:08:33 AM	0:04:42
2101-0216	M2	5:58:12 PM	6:02:54 PM	0:04:42
2101-2255	M3	10:35:26 AM	10:40:08 AM	0:04:42
2101-0150	M1	11:56:41 PM	12:01:22 AM	0:04:41
2101-1569	M1	5:11:44 AM	5:16:25 AM	0:04:41
2102-0334	M3	1:10:18 PM	1:14:59 PM	0:04:41
2102-2113	M1	7:32:31 PM	7:37:11 PM	0:04:40
2103-0466	M1	10:36:53 AM	10:41:32 AM	0:04:39
2102-0289	M1	4:44:07 PM	4:48:46 PM	0:04:39
2103-0157	M1	7:50:22 PM	7:55:01 PM	0:04:39
2103-2170	M3	7:38:44 PM	7:43:23 PM	0:04:39
2101-1933	M1	6:11:39 PM	6:16:17 PM	0:04:38
2102-1089	M3	7:25:44 AM	7:30:22 AM	0:04:38
2103-0738	M1	12:22:46 AM	12:27:24 AM	0:04:38
2101-1533	M3	9:08:26 PM	9:13:04 PM	0:04:38
2102-0520	M1	10:42:20 AM	10:46:58 AM	0:04:38
2103-1205	M3	12:07:23 AM	12:12:00 AM	0:04:37
2101-0698	M3	8:14:35 PM	8:19:11 PM	0:04:36
2101-0562	M3	9:52:11 PM	9:56:47 PM	0:04:36
2101-1688	M3	4:22:21 AM	4:26:57 AM	0:04:36
2102-0883	M1	11:09:13 PM	11:13:49 PM	0:04:36
2101-0515	M1	6:36:52 AM	6:41:27 AM	0:04:35
2103-0457	M3	8:35:18 AM	8:39:53 AM	0:04:35
2101-1142	M3	6:19:28 PM	6:24:03 PM	0:04:35
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2103-2521	M1	11:38:23 PM	11:42:57 PM	0:04:34
2103-2262	M3	11:43:21 PM	11:47:54 PM	0:04:33
2101-1270	M1	5:11:09 AM	5:15:41 AM	0:04:32
2101-1531	M1	8:28:26 PM	8:32:57 PM	0:04:31
2101-2331	M1	9:04:44 AM	9:09:15 AM	0:04:31
2102-2047	M3	7:25:36 AM	7:30:06 AM	0:04:30
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2101-1427	M3	9:47:13 PM	9:51:40 PM	0:04:27
2103-1357	M3	2:44:06 PM	2:48:33 PM	0:04:27
2102-1088	M1	5:41:04 AM	5:45:29 AM	0:04:25
2102-1309	M3	5:47:16 PM	5:51:40 PM	0:04:24
2103-0916	M1	6:50:43 PM	6:55:07 PM	0:04:24
2102-0616	M1	10:27:04 AM	10:31:27 AM	0:04:23
2101-0171	M3	9:20:03 AM	9:24:25 AM	0:04:22
2101-2164	M1	7:37:02 AM	7:41:23 AM	0:04:21
2101-0844	M1	5:24:24 PM	5:28:44 PM	0:04:20
2103-2072	M1	7:34:46 PM	7:39:06 PM	0:04:20
2101-0437	M1	8:54:28 AM	8:58:47 AM	0:04:19
2101-0882	M1	3:28:19 AM	3:32:38 AM	0:04:19
2101-1192	M3	11:04:53 AM	11:09:11 AM	0:04:18
2101-1362	M1	9:48:33 AM	9:52:51 AM	0:04:18
2102-1809	M1	1:54:26 AM	1:58:44 AM	0:04:18
2103-2510	M3	7:32:01 PM	7:36:19 PM	0:04:18
2102-1423	M1	9:08:19 PM	9:12:35 PM	0:04:16
2103-2686	M1	5:59:06 AM	6:03:22 AM	0:04:16
2101-2113	M3	2:03:54 PM	2:08:10 PM	0:04:16

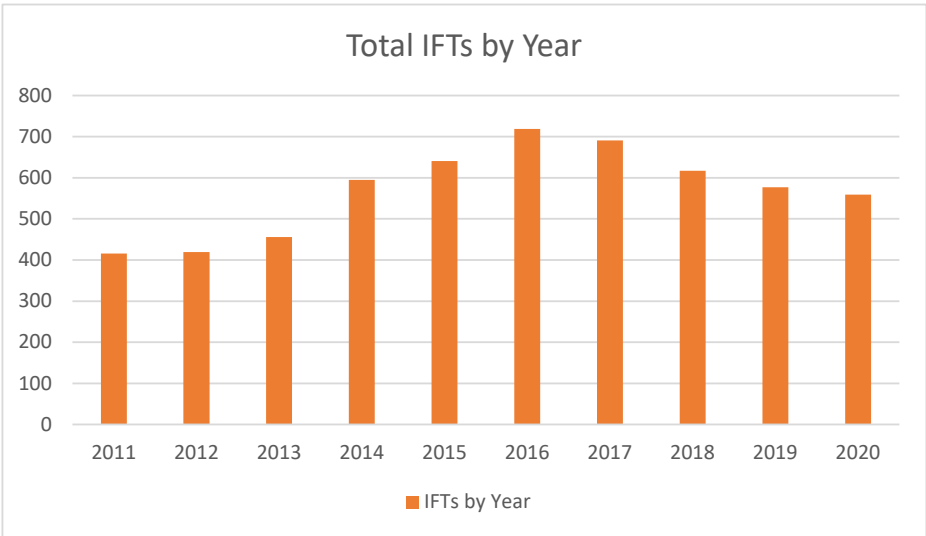
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2102-0228	M3	7:32:06 PM	7:36:20 PM	0:04:14
2101-0154	M3	12:29:41 AM	12:33:54 AM	0:04:13
2101-2391	M1	6:12:43 PM	6:16:55 PM	0:04:12
2101-0696	M1	7:49:19 PM	7:53:31 PM	0:04:12
2102-0332	M3	12:16:45 PM	12:20:56 PM	0:04:11
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2101-1424	M1	8:51:15 PM	8:55:25 PM	0:04:10
2101-2182	M3	12:25:13 PM	12:29:23 PM	0:04:10
2101-1843	M3	8:51:31 PM	8:55:40 PM	0:04:09
2103-1007	M3	11:05:51 PM	11:10:00 PM	0:04:09
2103-1137	M1	1:53:38 PM	1:57:47 PM	0:04:09
2103-1201	M1	10:45:18 PM	10:49:27 PM	0:04:09
2103-0735	M1	11:38:45 PM	11:42:53 PM	0:04:08
2103-2645	M3	3:05:20 PM	3:09:28 PM	0:04:08
2102-0693	M3	8:56:37 AM	9:00:44 AM	0:04:07
2101-0447	M1	10:55:36 AM	10:59:43 AM	0:04:07
2102-0578	M1	8:39:26 PM	8:43:33 PM	0:04:07
2103-1796	M1	9:46:05 AM	9:50:12 AM	0:04:07
2102-0411	M1	8:48:10 AM	8:52:16 AM	0:04:06
2102-1470	M1	2:49:32 PM	2:53:38 PM	0:04:06
2103-1582	M3	1:16:53 AM	1:20:59 AM	0:04:06
2101-2666	M3	2:10:41 PM	2:14:46 PM	0:04:05
2102-1020	M2	3:40:57 PM	3:45:02 PM	0:04:05
2102-1702	M3	10:44:26 PM	10:48:31 PM	0:04:05
2101-0480	M1	4:56:47 PM	5:00:51 PM	0:04:04
2101-0793	M1	12:14:18 AM	12:18:22 AM	0:04:04
2101-1168	M1	12:22:34 AM	12:26:38 AM	0:04:04
2102-1203	M1	1:38:26 PM	1:42:30 PM	0:04:04
2101-0860	M1	8:59:19 PM	9:03:22 PM	0:04:03
2101-2688	M3	6:58:51 PM	7:02:54 PM	0:04:03
2102-0603	M1	7:13:52 AM	7:17:55 AM	0:04:03
2102-1522	M1	11:52:17 PM	11:56:20 PM	0:04:03
2102-2254	M1	6:36:08 AM	6:40:11 AM	0:04:03
2103-0147	M3	4:05:30 PM	4:09:33 PM	0:04:03
2102-2263	M3	10:36:40 AM	10:40:42 AM	0:04:02
2102-0871	M3	6:04:13 PM	6:08:14 PM	0:04:01
2103-0076	M1	8:02:46 PM	8:06:47 PM	0:04:01
2103-0473	M2	12:17:03 PM	12:21:04 PM	0:04:01
2102-1443	M3	6:53:37 AM	6:57:37 AM	0:04:00
2101-1128	M3	3:52:33 PM	3:56:32 PM	0:03:59
2103-2451	M3	10:34:37 PM	10:38:36 PM	0:03:59
2101-1890	M3	11:11:43 AM	11:15:41 AM	0:03:58
2102-2006	M3	2:13:30 PM	2:17:28 PM	0:03:58
2103-2330	M1	8:29:06 PM	8:33:04 PM	0:03:58
2101-0327	M3	5:11:07 PM	5:15:05 PM	0:03:58
2102-1660	M3	2:05:36 PM	2:09:34 PM	0:03:58
2101-1498	M1	1:55:15 PM	1:59:12 PM	0:03:57
2101-2040	M2	5:18:04 PM	5:22:01 PM	0:03:57
2102-2193	M2	4:10:06 PM	4:14:02 PM	0:03:56
2103-1704	M1	12:17:23 PM	12:21:19 PM	0:03:56
2103-0082	M1	9:40:52 PM	9:44:47 PM	0:03:55
2101-0020	M1	3:17:20 AM	3:21:13 AM	0:03:53
2101-0904	M3	12:48:32 PM	12:52:24 PM	0:03:52
2101-1145	M3	7:21:24 PM	7:25:16 PM	0:03:52
2102-2200	M1	5:58:52 PM	6:02:44 PM	0:03:52
2103-0825	M3	10:09:45 PM	10:13:37 PM	0:03:52
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2101-2676	M3	3:42:07 PM	3:45:56 PM	0:03:49
2102-1968	M1	10:07:18 PM	10:11:06 PM	0:03:48
2101-0363	M3	6:50:09 AM	6:53:57 AM	0:03:48
2102-1542	M2	10:18:57 AM	10:22:45 AM	0:03:48
2103-0020	M1	9:50:09 AM	9:53:57 AM	0:03:48
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2103-0220	M1	5:19:29 PM	5:23:16 PM	0:03:47
2103-1746	M3	10:11:48 PM	10:15:35 PM	0:03:47
2101-0274	M1	3:08:51 AM	3:12:37 AM	0:03:46

2102-1914	M1	11:13:28 AM	11:17:14 AM	0:03:46
2101-0522	M1	9:59:28 AM	10:03:13 AM	0:03:45
2101-1293	M2	1:10:06 PM	1:13:51 PM	0:03:45
2103-1631	M1	5:04:28 PM	5:08:13 PM	0:03:45
2101-1035	M1	11:16:52 PM	11:20:36 PM	0:03:44
2101-1408	M2	6:30:23 PM	6:34:07 PM	0:03:44
2101-1506	M1	3:09:00 PM	3:12:44 PM	0:03:44
2103-1142	M2	2:30:12 PM	2:33:56 PM	0:03:44
2103-2597	M3	10:17:06 PM	10:20:50 PM	0:03:44
2103-2242	M3	7:27:47 PM	7:31:30 PM	0:03:43
2101-0368	M3	8:27:10 AM	8:30:53 AM	0:03:43
2102-0041	M1	12:46:21 PM	12:50:04 PM	0:03:43
2103-2216	M1	1:08:23 PM	1:12:05 PM	0:03:42
2103-1913	M2	3:30:29 PM	3:34:11 PM	0:03:42
2102-2237	M3	12:07:35 AM	12:11:16 AM	0:03:41
2103-0083	M3	9:47:01 PM	9:50:42 PM	0:03:41
2101-2550	M3	12:30:52 PM	12:34:32 PM	0:03:40
2101-0655	M3	12:07:24 PM	12:11:03 PM	0:03:39
2102-2230	M3	10:18:43 PM	10:22:21 PM	0:03:38
2103-1154	M2	5:17:59 PM	5:21:36 PM	0:03:37
2102-0995	M2	10:05:13 AM	10:08:50 AM	0:03:37
2102-2268	M2	11:59:47 AM	12:03:24 PM	0:03:37
2102-0272	M3	1:06:34 PM	1:10:10 PM	0:03:36
2102-1688	M3	7:54:55 PM	7:58:31 PM	0:03:36
2102-2299	M2	5:07:53 PM	5:11:29 PM	0:03:36
2101-1195	M3	11:56:14 AM	11:59:49 AM	0:03:35
2102-2426	M3	4:39:12 PM	4:42:47 PM	0:03:35
2101-1880	M3	10:03:00 AM	10:06:34 AM	0:03:34
2103-0065	M3	4:49:37 PM	4:53:11 PM	0:03:34
2102-0273	M1	1:11:46 PM	1:15:20 PM	0:03:34
2103-0461	M1	9:41:39 AM	9:45:13 AM	0:03:34
2101-1219	M1	7:23:46 PM	7:27:19 PM	0:03:33
2102-1227	M1	7:50:38 PM	7:54:11 PM	0:03:33
2101-1714	M1	1:48:59 PM	1:52:31 PM	0:03:32
2102-1788	M3	8:36:57 PM	8:40:29 PM	0:03:32
2102-2002	M1	1:01:12 PM	1:04:44 PM	0:03:32
2103-0129	M3	2:15:53 PM	2:19:25 PM	0:03:32
2102-1212	M3	4:12:15 PM	4:15:46 PM	0:03:31
2103-1268	M1	6:48:26 PM	6:51:57 PM	0:03:31
2103-1801	M3	11:02:48 AM	11:06:19 AM	0:03:31
2102-2314	M1	7:44:29 PM	7:48:00 PM	0:03:31
2103-0659	M1	10:35:24 PM	10:38:55 PM	0:03:31
2103-0722	M1	7:50:27 PM	7:53:58 PM	0:03:31
2103-1896	M3	10:44:17 AM	10:47:47 AM	0:03:30
2102-1763	M3	3:02:27 PM	3:05:56 PM	0:03:29
2101-0551	M1	6:26:41 PM	6:30:10 PM	0:03:29
2101-1695	M1	8:22:57 AM	8:26:25 AM	0:03:28
2102-0526	M3	11:59:38 AM	12:03:05 PM	0:03:27
2101-2326	M3	8:40:48 AM	8:44:14 AM	0:03:26
2102-0053	M1	2:13:48 PM	2:17:14 PM	0:03:26
2102-0667	M3	7:49:58 PM	7:53:24 PM	0:03:26
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2103-2210	M3	11:41:18 AM	11:44:43 AM	0:03:25
2103-2270	M1	7:14:11 AM	7:17:36 AM	0:03:25
2101-1888	M3	11:02:20 AM	11:05:45 AM	0:03:25
2103-2141	M3	12:45:42 PM	12:49:06 PM	0:03:24
2102-1633	M1	8:54:41 AM	8:58:04 AM	0:03:23
2101-0329	M2	5:48:05 PM	5:51:27 PM	0:03:22
2101-1272	M1	7:41:34 AM	7:44:56 AM	0:03:22
2101-1520	M3	7:12:03 PM	7:15:24 PM	0:03:21
2102-0538	M1	1:39:02 PM	1:42:23 PM	0:03:21
2101-0695	M3	7:29:33 PM	7:32:54 PM	0:03:21
2103-0627	M3	4:00:26 PM	4:03:47 PM	0:03:21
2101-0911	M1	1:49:02 PM	1:52:22 PM	0:03:20
2102-1527	M3	12:29:28 AM	12:32:47 AM	0:03:19
2101-1393	M1	3:46:49 PM	3:50:07 PM	0:03:18
2103-1824	M1	5:16:42 PM	5:20:00 PM	0:03:18
2101-0392	M3	1:50:00 PM	1:53:17 PM	0:03:17
2101-1456	M1	5:41:54 AM	5:45:11 AM	0:03:17
2101-1771	M3	6:31:09 AM	6:34:26 AM	0:03:17

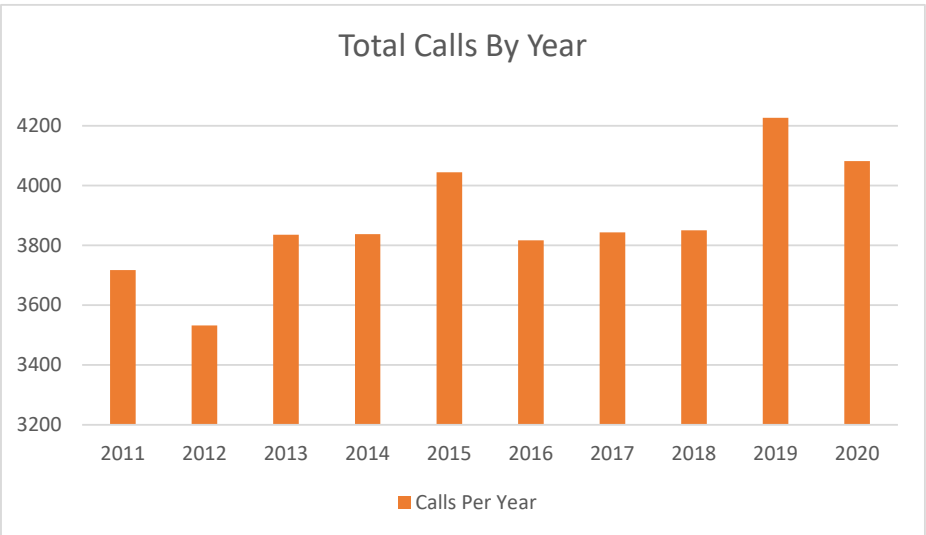
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2103-2220	M1	2:17:36 PM	2:20:52 PM	0:03:16
2101-1950	M3	8:37:21 PM	8:40:36 PM	0:03:15
2102-0456	M3	3:48:49 PM	3:52:04 PM	0:03:15
2103-0812	M1	5:46:36 PM	5:49:51 PM	0:03:15
2101-0069	M3	12:50:42 PM	12:53:56 PM	0:03:14
2102-2305	M1	6:26:37 PM	6:29:51 PM	0:03:14
2102-2305	M2	6:26:37 PM	6:29:51 PM	0:03:14
2103-2205	M1	10:42:52 AM	10:46:06 AM	0:03:14
2101-2110	M1	1:34:48 PM	1:38:01 PM	0:03:13
2101-2110	M3	1:34:48 PM	1:38:01 PM	0:03:13
2102-2279	M2	1:10:53 PM	1:14:06 PM	0:03:13
2101-1783	M2	10:29:45 AM	10:32:57 AM	0:03:12
2103-0960	M1	11:43:45 AM	11:46:57 AM	0:03:12
2103-0337	M3	8:10:54 AM	8:14:05 AM	0:03:11
2103-0636	M2	5:32:06 PM	5:35:17 PM	0:03:11
2103-0636	M3	5:32:06 PM	5:35:17 PM	0:03:11
2102-2081	M3	1:30:24 PM	1:33:34 PM	0:03:10
2102-1457	M3	12:28:18 PM	12:31:26 PM	0:03:08
2102-1490	M1	4:32:50 PM	4:35:58 PM	0:03:08
2103-0275	M3	12:34:55 PM	12:38:03 PM	0:03:08
2101-0614	M1	8:00:22 PM	8:03:29 PM	0:03:07
2103-2100	M1	2:58:44 AM	3:01:51 AM	0:03:07
2101-0213	M3	5:29:25 PM	5:32:31 PM	0:03:06
2102-0477	M1	7:16:24 PM	7:19:30 PM	0:03:06
2103-0354	M2	12:13:30 PM	12:16:36 PM	0:03:06
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2103-1910	M3	3:12:48 PM	3:15:52 PM	0:03:04
2102-2206	M2	6:40:16 PM	6:43:20 PM	0:03:04
2102-1261	M1	11:32:23 AM	11:35:26 AM	0:03:03
2101-0704	M3	9:39:55 PM	9:42:57 PM	0:03:02
2103-0203	M3	1:44:45 PM	1:47:46 PM	0:03:01
2103-0264	M1	9:26:49 AM	9:29:49 AM	0:03:00
2102-1208	M3	2:54:44 PM	2:57:43 PM	0:02:59
2103-1530	M3	2:23:53 PM	2:26:52 PM	0:02:59
2103-0821	M3	8:01:11 PM	8:04:09 PM	0:02:58
2102-2311	M1	7:21:20 PM	7:24:16 PM	0:02:56
2102-2401	M3	12:10:33 PM	12:13:29 PM	0:02:56
2102-0220	M1	4:00:37 PM	4:03:32 PM	0:02:55
2103-1377	M3	10:56:40 PM	10:59:35 PM	0:02:55
2102-0235	M1	10:12:52 PM	10:15:45 PM	0:02:53
2103-1126	M3	10:23:57 AM	10:26:50 AM	0:02:53
2103-2614	M3	8:19:56 AM	8:22:49 AM	0:02:53
2102-0659	M3	6:09:39 PM	6:12:31 PM	0:02:52
2102-1594	M1	8:44:17 PM	8:47:09 PM	0:02:52
2103-1065	M1	5:16:09 PM	5:19:01 PM	0:02:52
2103-1712	M1	3:09:42 PM	3:12:34 PM	0:02:52
2101-1787	M3	11:31:35 AM	11:34:26 AM	0:02:51
2101-2117	M1	2:27:50 PM	2:30:41 PM	0:02:51
2103-2668	M1	8:36:50 PM	8:39:41 PM	0:02:51
2101-0816	M2	12:06:08 PM	12:08:58 PM	0:02:50
2102-2234	M3	11:02:48 PM	11:05:38 PM	0:02:50
2103-1735	M3	7:51:38 PM	7:54:28 PM	0:02:50
2103-1699	M2	10:43:57 AM	10:46:46 AM	0:02:49
2103-0862	M3	11:00:37 AM	11:03:25 AM	0:02:48
2101-1059	M3	12:32:00 PM	12:34:47 PM	0:02:47
2101-1792	M1	1:10:05 PM	1:12:52 PM	0:02:47
2103-2718	M3	12:36:10 PM	12:38:57 PM	0:02:47
2102-0337	M3	1:41:27 PM	1:44:13 PM	0:02:46
2102-0991	M1	8:11:46 AM	8:14:32 AM	0:02:46
2102-2056	M3	9:00:51 AM	9:03:37 AM	0:02:46
2103-0255	M3	8:08:07 AM	8:10:53 AM	0:02:46
2103-1588	M1	5:29:48 AM	5:32:32 AM	0:02:44
2103-2585	M1	4:24:47 PM	4:27:30 PM	0:02:43
2103-0208	M3	2:41:03 PM	2:43:43 PM	0:02:40
2103-0359	M3	1:33:41 PM	1:36:20 PM	0:02:39
2101-2690	M3	7:46:50 PM	7:49:24 PM	0:02:34
2102-1752	M1	12:14:31 PM	12:17:04 PM	0:02:33

2101-2017	M3	12:42:48 PM	12:45:20 PM	0:02:32
2101-1188	M2	10:33:10 AM	10:35:41 AM	0:02:31
2101-2183	M1	12:27:08 PM	12:29:39 PM	0:02:31
2103-1281	M1	8:51:25 PM	8:53:56 PM	0:02:31
2103-2059	M3	4:03:05 PM	4:05:36 PM	0:02:31
2103-1521	M1	12:19:35 PM	12:22:05 PM	0:02:30
2103-1707	M3	1:18:46 PM	1:21:16 PM	0:02:30
2103-2410	M3	4:01:54 PM	4:04:23 PM	0:02:29
2102-0350	M3	4:41:32 PM	4:44:00 PM	0:02:28
2102-1986	M1	8:19:32 AM	8:21:59 AM	0:02:27
2101-2655	M3	11:49:38 AM	11:52:04 AM	0:02:26
2102-1757	M1	1:57:50 PM	2:00:16 PM	0:02:26
2101-1001	M1	4:21:23 PM	4:23:46 PM	0:02:23
2101-2599	M1	8:49:59 PM	8:52:18 PM	0:02:19
2103-0632	M2	4:49:55 PM	4:52:13 PM	0:02:18
2102-0217	M3	3:35:02 PM	3:37:19 PM	0:02:17
2102-1650	M2	12:08:10 PM	12:10:27 PM	0:02:17
2102-2028	M1	7:02:04 PM	7:04:21 PM	0:02:17
2103-1273	M3	7:41:57 PM	7:44:14 PM	0:02:17
2102-1547	M2	11:17:06 AM	11:19:21 AM	0:02:15
2101-0770	M3	6:21:40 PM	6:23:52 PM	0:02:12
2101-0592	M1	2:43:45 PM	2:45:55 PM	0:02:10
2103-1034	M3	11:37:18 AM	11:39:26 AM	0:02:08
2102-0122	M3	11:39:08 AM	11:41:13 AM	0:02:05
2102-1234	M3	9:43:20 PM	9:45:23 PM	0:02:03
2103-2379	M3	11:37:15 AM	11:39:18 AM	0:02:03
2102-1679	M3	5:40:11 PM	5:42:11 PM	0:02:00
2103-0386	M2	6:45:45 PM	6:47:45 PM	0:02:00
2103-2052	M1	2:09:10 PM	2:11:10 PM	0:02:00
2103-2150	M3	2:02:21 PM	2:04:20 PM	0:01:59
2102-1999	M3	11:13:30 AM	11:15:22 AM	0:01:52
2102-1377	M3	12:59:00 PM	1:00:52 PM	0:01:52
2102-2164	M3	9:49:29 AM	9:51:15 AM	0:01:46
2103-1244	M1	1:52:16 PM	1:53:57 PM	0:01:41
2101-1401	M1	4:49:07 PM	4:50:47 PM	0:01:40
2103-2397	M3	2:19:39 PM	2:21:17 PM	0:01:38
2102-2078	M3	12:45:19 PM	12:46:51 PM	0:01:32
2101-2603	M1	9:17:35 PM	9:19:06 PM	0:01:31
2103-1899	M2	11:16:08 AM	11:17:38 AM	0:01:30
2101-0967	M3	11:19:04 AM	11:20:26 AM	0:01:22
2101-0539	M1	2:57:43 PM	2:59:03 PM	0:01:20
2102-2423	M1	4:04:11 PM	4:05:31 PM	0:01:20
2101-1357	M2	8:18:59 AM	8:20:17 AM	0:01:18
2101-1398	M2	4:45:40 PM	4:46:56 PM	0:01:16
2101-1398	M3	4:45:40 PM	4:46:56 PM	0:01:16
2101-0665	M3	3:04:55 PM	3:05:58 PM	0:01:03
2102-1755	M3	12:53:55 PM	12:54:53 PM	0:00:58
2103-0981	M3	3:56:58 PM	3:57:56 PM	0:00:58
2103-1405	M1	11:04:17 AM	11:05:13 AM	0:00:56
2102-2289	M1	3:34:52 PM	3:35:41 PM	0:00:49
2103-1319	M3	8:52:38 AM	8:53:11 AM	0:00:33
2101-2052	M3	8:33:26 PM	8:33:47 PM	0:00:21
2101-1818	M2	4:50:33 PM	4:50:44 PM	0:00:11
2103-0655	M1	9:10:01 PM	9:10:09 PM	0:00:08
2101-1823	M2	5:27:40 PM	5:27:45 PM	0:00:05
2102-2159	M2	8:58:52 AM	8:58:57 AM	0:00:05
2102-2168	M3	10:07:57 AM	10:08:02 AM	0:00:05
2102-2094	M1	4:37:18 PM	4:37:21 PM	0:00:03
2102-2163	M2	9:22:55 AM	9:22:58 AM	0:00:03
2101-0969	M1	11:26:00 AM	11:26:03 AM	0:00:03
2101-0289	M3	11:47:13 AM	11:47:15 AM	0:00:02

Year	Total IFTs
2011	416
2012	419
2013	456
2014	595
2015	641
2016	719
2017	691
2018	617
2019	577
2020	559



Year	Total Calls
2011	3718
2012	3532
2013	3836
2014	3838
2015	4045
2016	3817
2017	3844
2018	3851
2019	4227
2020	4082



2018 911 Calls

Response EMS Unit Call Sign (eResponse.14)	Number of Runs	Percent of Total Runs
M1	1,081	40.81%
M3	930	35.11%
M7	450	16.99%
M2	176	6.64%
M6	6	0.23%
E6	4	0.15%
E7	1	0.04%
SQ7F	1	0.04%
Total: 2,649		Total: 100.00%

2018 IFT Calls

Response EMS Unit Call Sign (eResponse.14)	Number of Runs	Percent of Total Runs
M2	201	32.58%
M1	146	23.66%
M7	136	22.04%
M3	132	21.39%
M6	2	0.32%
Total: 617		Total: 100.00%

2019 911 Calls

Response EMS Unit Call Sign (eResponse.14)	Number of Runs	Percent of Total Runs
M3	910	35.30%
M1	880	34.13%
M7	456	17.69%
M2	329	12.76%
E6	1	0.04%
E7	1	0.04%
SQ7F	1	0.04%
Total: 2,578		Total: 100.00%

2019 IFT Calls

Response EMS Unit Call Sign (eResponse.14)	Number of Runs	Percent of Total Runs
M2	269	46.62%
M7	109	18.89%
M1	102	17.68%
M3	97	16.81%
Total: 577		Total: 100.00%

2020 911 Calls

Response EMS Unit Call Sign (eResponse.14)	Number of Runs	Percent of Total Runs
M3	921	33.17%
M1	841	30.28%
M2	435	15.66%
M7	434	15.63%
E7	67	2.41%
E6	41	1.48%
SQ7F	35	1.26%
E9	2	0.07%
M6	1	0.04%
Total: 2,777		Total: 100.00%

2020 IFT Calls

Response EMS Unit Call Sign (eResponse.14)	Number of Runs	Percent of Total Runs
M2	336	60.11%
M1	78	13.95%
M7	75	13.42%
M3	70	12.52%
Total: 559		Total: 100.00%

2021 911 Calls through April 30th

Response EMS Unit Call Sign (eResponse.14)	Number of Runs	Percent of Total Runs
M1	382	37.41%
M3	377	36.92%
M7	190	18.61%
M2	70	6.86%
M6	1	0.10%
SQ7F	1	0.10%
Total: 1,021		Total: 100.00%

2021 IFT Calls through April 30th

Response EMS Unit Call Sign (eResponse.14)	Number of Runs	Percent of Total Runs
M3	57	28.64%
M1	55	27.64%
M7	49	24.62%
M2	36	18.09%
M6	2	1.01%
Total: 199		Total: 100.00%

SOUTH LAKE TAHOE POLICE DEPARTMENT

1352 Johnson Blvd, South Lake Tahoe, CA 96150
CA0090200

Medic Unit Log History

(2019)

Unit ID	Event #	Date/Time		Status		Dispatcher		Location		Notes
		MED1	MED2	MED3	MED33	MED6	MED61	MED7	Total	
	1912-2849	1	0	0	0	0	0	0	1	
	1912-2851	0	0	1	0	0	0	0	1	
	1912-2863	0	0	0	0	0	0	1	1	
	1912-2878	0	0	1	0	0	0	0	1	
	1912-2879	1	0	0	0	0	0	0	1	
	1912-2893	0	0	1	0	0	0	0	1	
	1912-2898	1	1	0	0	0	0	0	2	
	1912-2905	0	0	0	0	0	0	1	1	
	1912-2909	0	0	1	0	0	0	0	1	
	1912-2926	0	0	1	1	0	0	0	2	
	1912-2933	0	1	0	0	0	0	0	1	
	1912-2942	0	0	2	0	0	0	0	2	
	1912-2946	0	0	0	0	0	0	1	1	
	1912-2966	0	0	1	0	0	0	0	1	
	1912-2971	1	0	0	0	0	0	0	1	
	1912-2982	0	1	0	0	0	0	0	1	
	Total	1,201	715	1,294	8	8	4	1,009	4,239	

SOUTH LAKE TAHOE POLICE DEPARTMENT

1352 Johnson Blvd, South Lake Tahoe, CA 96150
CA0090200

Medic Unit Log History

(2020)

Unit ID	Event #	Date/Time		Status	Dispatcher	Location		Notes
		MED1	MED2	MED3	MED6	MED61	MED7	Total
	2012-2404	0	0	1	0	0	0	1
	2012-2434	0	0	0	0	0	1	1
	2012-2435	1	0	0	0	0	0	1
	2012-2437	0	0	0	0	0	1	1
	2012-2438	0	0	1	0	0	0	1
	2012-2439	1	0	0	0	0	0	1
	2012-2453	0	0	1	0	0	0	1
	2012-2468	1	0	0	0	0	0	1
	2012-2470	0	0	0	0	0	1	1
	2012-2473	0	0	1	0	0	0	1
	2012-2480	1	0	0	0	0	0	1
	2012-2490	0	1	0	0	0	0	1
	2012-2495	0	1	0	0	0	0	1
	2012-2497	0	1	0	0	0	0	1
	2012-2500	0	0	1	0	0	0	1
	2012-2515	1	0	0	0	0	0	1
	2012-2526	0	0	0	0	0	1	1
	2012-2528	0	0	0	0	0	1	1
	2012-2532	0	1	0	0	0	0	1
	2012-2535	0	0	1	0	0	0	1
	2012-2551	1	0	0	0	0	0	1
	2012-2554	1	0	0	0	0	0	1
	Total	1,068	916	1,175	10	1	913	4,083

SOUTH LAKE TAHOE POLICE DEPARTMENT

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Events by Unit

	Total	2011			
		Total	Jan-11	Feb-11	Mar-11
Total	3,718	3,718	451	315	347
MED1	1,582	1,582	177	115	153
MED2	36	36	11	6	9
MED3	1,453	1,453	168	108	135
MED6	56	56	9	12	4
MED7	907	907	136	101	91

2011					
Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11
285	257	242	414	327	293
122	124	91	169	137	133
1	1	1	2	4	1
99	115	104	170	122	123
5	3	3	8	6	3
72	47	61	99	86	59

2011		
Oct-11	Nov-11	Dec-11
246	232	323
110	112	152
2	3	6
107	96	117
1	2	11
50	46	71

SOUTH LAKE TAHOE POLICE DEPARTMENT

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CA0090200

Events by Unit

	Total	2012			
		Total	Jan-12	Feb-12	Mar-12
Total	3,532	3,532	313	309	299
MED1	1,468	1,468	143	127	110
MED2	29	29	2	1	3
MED3	1,512	1,512	127	127	128
MED4	1	1	0	0	0
MED6	50	50	7	6	1
MED7	864	864	70	83	89

2012					
Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12
270	245	305	373	322	274
112	100	117	147	154	112
4	2	3	10	1	2
100	103	139	163	136	140
0	1	0	0	0	0
10	4	6	8	1	1
89	62	66	80	79	59

2012		
Oct-12	Nov-12	Dec-12
247	240	349
108	105	145
0	4	7
101	110	152
0	0	0
3	4	10
61	43	94

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Events by Unit

	Total	2013			
		Total	Jan-13	Feb-13	Mar-13
Total	3,836	3,836	393	321	330
MED6	1	1	1	0	0
MED1	1,586	1,586	161	136	141
MED2	54	54	6	10	2
MED217	1	1	0	0	0
MED261	2	2	0	0	0
MED3	1,564	1,564	157	124	136
MED5	14	14	0	0	0
MED56	1	1	0	0	0
MED6	43	43	7	8	4
MED7	911	911	100	84	76

2013					
Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13
246	256	336	406	381	305
0	0	0	0	0	0
97	115	142	174	165	120
3	2	9	17	1	4
0	0	0	0	0	0
0	0	0	0	0	0
102	99	138	154	152	139
0	0	2	2	2	1
0	0	0	0	0	0
1	2	4	3	7	4
64	65	79	92	85	69

2013		
Oct-13	Nov-13	Dec-13
248	280	351
0	0	0
100	104	143
4	1	6
1	0	0
2	0	0
113	125	138
0	0	11
1	0	0
4	3	7
58	75	78

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Events by Unit

	Total	2014			
		Total	Jan-14	Feb-14	Mar-14
Total	3,838	3,838	293	299	319
MED1	1,608	1,608	119	132	116
MED2	104	104	5	11	5
MED3	1,619	1,619	111	98	131
MED5	12	12	1	4	2
MED6	48	48	3	7	3
MED7	1,094	1,094	83	84	99
TDMED	1	1	0	0	0

2014					
Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14
295	287	349	470	352	307
131	120	146	194	154	129
3	11	2	17	18	12
115	115	151	227	151	139
0	0	0	4	3	2
4	3	5	13	4	5
75	72	110	133	102	88
0	1	0	0	0	0

2014		
Oct-14	Nov-14	Dec-14
242	241	401
110	108	162
1	2	28
109	109	176
0	2	2
2	2	9
69	70	120
0	0	0

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Events by Unit

	Total	2015			
		Total	Jan-15	Feb-15	Mar-15
Total	4,045	4,045	378	309	309
MED1	1,843	1,843	164	137	129
MED2	25	25	3	5	3
MED3	1,702	1,702	151	117	113
MED33	3	3	0	0	0
MED5	3	3	1	0	0
MED6	18	18	5	3	2
MED7	1,229	1,229	119	97	116

2015					
Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15
267	269	383	423	383	329
122	111	168	206	188	163
2	4	4	3	4	2
104	120	169	178	183	143
0	0	0	0	0	0
0	0	0	2	2	1
3	3	2	3	0	3
83	83	108	129	108	86

2015		
Oct-15	Nov-15	Dec-15
287	331	397
135	157	177
0	2	3
138	145	156
1	2	2
0	1	0
2	1	0
84	96	134

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Events by Unit

	Total	2016			
		Total	Jan-16	Feb-16	Mar-16
Total	3,817	3,817	394	335	355
MED1	1,546	1,546	156	138	140
MED2	43	43	7	3	2
MED3	1,474	1,474	142	122	136
MED33	3	3	2	0	0
MED5	8	8	2	3	1
MED6	38	38	5	5	2
MED7	1,081	1,081	118	104	110

2016					
Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16
258	268	308	421	360	302
114	108	127	169	151	111
0	3	2	19	0	2
94	107	127	175	150	129
0	0	0	0	2	0
2	0	0	0	0	0
0	0	4	3	8	0
67	82	83	112	105	88

2016		
Oct-16	Nov-16	Dec-16
268	202	363
118	79	148
0	2	11
103	83	117
0	0	0
0	0	4
2	0	16
66	57	104

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Events by Unit

	Total	2017			
		Total	Jan-17	Feb-17	Mar-17
Total	3,844	3,844	405	279	334
MED1	1,503	1,503	156	103	131
MED2	284	284	16	13	5
MED3	1,331	1,331	150	92	125
MED33	5	5	4	0	0
MED5	1	1	1	0	0
MED6	41	41	4	0	4
MED7	1,113	1,113	134	97	109

2017					
Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17
285	249	302	405	380	343
105	101	137	160	142	135
16	16	14	22	23	47
100	103	97	142	140	121
0	0	0	2	0	0
0	0	0	0	0	0
4	4	4	11	2	0
97	58	84	127	108	97

2017		
Oct-17	Nov-17	Dec-17
281	260	338
107	108	130
42	33	50
87	83	104
0	0	0
0	0	0
0	2	14
71	55	88

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Events by Unit

	Total	2018			
		Total	Jan-18	Feb-18	Mar-18
Total	3,851	3,851	338	336	333
MED1	1,574	1,574	131	146	138
MED2	440	440	33	62	40
MED3	1,409	1,409	122	111	120
MED33	4	4	2	0	0
MED5	7	7	0	0	2
MED6	30	30	2	2	6
MED7	975	975	100	79	79

2018					
Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18
260	239	335	463	377	292
117	95	146	185	147	115
27	15	22	65	61	37
95	85	133	180	128	105
2	0	0	0	0	0
0	2	0	0	5	1
2	0	2	7	2	2
63	72	81	116	100	72

2018		
Oct-18	Nov-18	Dec-18
277	246	370
119	101	146
22	22	46
105	91	146
0	0	2
0	0	0
2	2	11
70	66	89

Year	Call Type	Total # of Calls	Compliance %
2017	911	2429	97%
2017	IFT	554	95%
2018	911	2649	95%
2018	IFT	617	98%
2019	911	2578	97%
2019	IFT	577	99%
2020	911	2777	97%
2020	IFT	559	98%
2021	911	1021	97%
2021	IFT	199	100%

7711

98%

CAL-TAHOE

January 2017

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - January 2017

CALL SUMMARY										All Calls =	356
Response Area	Rural	Urban	Semi-Rural	Wilderness	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls	
	01	02	03	04		Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls	
Priority 1	3	135	0	13	0	151	20	131		151	
Priority 2	4	59	2	12	0	77	9	68		77	
Priority 3	3	4	0	1	0	8	0	8		8	
Priority 4	0	1	1	0	0	2	0	2		2	
Priority 5	11	35	4	0	0	50	0	50		50	
Priority 6	0	1	0	0	0	1	0	1		1	
Unknown	0	0	0	0	0	0	0	0		0	
Totals	21	235	7	26	0	289	29	260	0	289	
Responses Exceeding Response Time Requirements										21	
Number of Acceptable Response Time Exceptions/Reports										7	
Number of Late Responses Subject to Penalties										14	

January Time Compliance				
Priority	Calls	Late	% Late	% Completed Transports
1	151	7	5%	95.36%
2	77	6	8%	92.21%
3	8	0	0%	100.00%
4	2	0	0%	100.00%
5	50	1	2%	98.00%
6	1	0	0%	100.00%
Totals	289	14	5%	95.16%

Non Transports		
Priority 01		20
Priority 02		9
Priority 03		0
Priority 04		0
Priority 05		0
Priority 06		0
UNK	UNK	0
Total		29

CAL-TAHOE

February 2017

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - February 2017

CALL SUMMARY

All Calls = 250

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	2	102	0	13	0	117	17	100		117
Priority 2	1	35	0	10	0	46	5	41		46
Priority 3	0	6	0	8	0	14	1	13		14
Priority 4	0	0	0	0	0	0	0	0		0
Priority 5	7	32	0	0	0	39	1	38		39
Priority 6	1	0	0	0	0	1	0	1		1
Unknown	0	0	0	0	0	0	0	0		0
Totals	11	175	0	31	0	217	24	193	0	217

Responses Exceeding Response Time Requirements

13

Number of Acceptable Response Time Exceptions/Reports

4

Number of Late Responses Subject to Penalties

9

February Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	117	6	5%	94.87%
2	46	3	7%	93.48%
3	14	0	0%	100.00%
4	0	0	0%	100.00%
5	39	0	0%	100.00%
6	1	0	0%	100.00%
Totals	217	9	4%	95.85%

Non Transports

Priority 01		17
Priority 02		5
Priority 03		1
Priority 04		0
Priority 05		1
Priority 06		0
UNK	UNK	0
Total		24

CAL-TAHOE

March 2017

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - March 2017

CALL SUMMARY

All Calls = 294

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	6	86	4	14	0	110	7	103		110
Priority 2	8	64	1	11	0	84	8	76		84
Priority 3	2	7	0	3	0	12	0	12		12
Priority 4	0	1	0	0	0	1	0	1		1
Priority 5	1	50	0	0	0	51	0	51		51
Priority 6	0	0	0	0	0	0	0	0		0
Unknown	0	0	0	0	0	0	0	0		0
Totals	17	208	5	28	0	258	15	243	0	258
Responses Exceeding Response Time Requirements										18
Number of Acceptable Response Time Exceptions/Reports										3
Number of Late Responses Subject to Penalties										15

March Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	110	5	5%	95.45%
2	84	7	8%	91.67%
3	12	3	25%	75.00%
4	1	0	0%	100.00%
5	51	0	0%	100.00%
6	0	0	0%	100.00%
Totals	258	15	6%	94.19%

Non Transports

Priority 01	7
Priority 02	8
Priority 03	0
Priority 04	0
Priority 05	0
Priority 06	0
UNK	0
Total	15

Penalties Assessed: Monitor Priority 3 Calls (100 call rule)

CAL-TAHOE

April 2017

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - April 2017

CALL SUMMARY

All Calls = 258

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	1	86	27	0	0	114	9	105		114
Priority 2	0	57	0	6	0	63	11	52		63
Priority 3	0	5	0	0	0	5	0	5		5
Priority 4	1	2	0	1	0	4	0	4		4
Priority 5	2	36	0	0	0	38	0	38		38
Priority 6	0	0	0	0	0	0	0	0		0
Unknown	0	0	0	0	0	0	0	0		0
Totals	4	186	27	7	0	224	20	204	0	224
Responses Exceeding Response Time Requirements										4
Number of Acceptable Response Time Exceptions/Reports										1
Number of Late Responses Subject to Penalties										3

April Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	114	0	0%	100.00%
2	63	2	3%	96.83%
3	5	0	0%	100.00%
4	4	0	0%	100.00%
5	38	1	3%	97.37%
6	0	0	0%	100.00%
Totals	224	3	1%	98.66%

Non Transports

Priority 01		9
Priority 02		11
Priority 03		0
Priority 04		0
Priority 05		0
Priority 06		0
UNK	UNK	0
Total		20

CAL-TAHOE

May 2017

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - May 2017

CALL SUMMARY

All Calls = 225

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	0	100	1	3	0	104	9	95		104
Priority 2	1	42	3	1	0	47	6	41		47
Priority 3	0	7	0	0	0	7	0	7		7
Priority 4	0	2	0	0	0	2	0	2		2
Priority 5	0	40	0	0	0	40	0	40		40
Priority 6	0	2	0	0	0	2	0	2		2
Unknown	0	0	0	0	0	0	0	0		0
Totals	1	193	4	4	0	202	15	187	0	202
Responses Exceeding Response Time Requirements										2
Number of Acceptable Response Time Exceptions/Reports										0
Number of Late Responses Subject to Penalties										2

May Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	104	2	2%	98.08%
2	47	0	0%	100.00%
3	7	0	0%	100.00%
4	2	0	0%	100.00%
5	40	0	0%	100.00%
6	2	0	0%	100.00%
Totals	202	2	1%	99.01%

Non Transports

Priority 01		9
Priority 02		6
Priority 03		0
Priority 04		0
Priority 05		0
Priority 06		0
UNK	UNK	0
Total		15

Penalties Assessed: Monitor Priority 3 Calls (100 call rule)

CAL-TAHOE

June 2017

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - June 2017

CALL SUMMARY

All Calls = 257

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	1	103	4	7	0	115	15	100		115
Priority 2	0	67	1	6	0	74	7	67		74
Priority 3	0	7	0	1	0	8	0	8		8
Priority 4	0	1	0	0	0	1	0	1		1
Priority 5	2	34	0	0	0	36	1	35		36
Priority 6	0	0	0	0	0	0	0	0		0
Unknown	0	0	0	0	0	0	0	0		0
Totals	3	212	5	14	0	234	23	211	0	234
Responses Exceeding Response Time Requirements										7
Number of Acceptable Response Time Exceptions/Reports										2
Number of Late Responses Subject to Penalties										5

June Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	115	4	3%	96.52%
2	74	0	0%	100.00%
3	8	0	0%	100.00%
4	1	0	0%	100.00%
5	36	1	3%	97.22%
6	0	0	0%	100.00%
Totals	234	5	2%	97.86%

Non Transports

Priority 01		15
Priority 02		7
Priority 03		0
Priority 04		0
Priority 05		1
Priority 06		0
UNK	UNK	0
Total		23

Penalties Assessed: Monitor Priority 3 Calls (100 call rule)

CAL-TAHOE

July 2017

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - July 2017

CALL SUMMARY

All Calls = 342

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	1	155	0	35	0	191	26	165		191
Priority 2	0	55	0	0	0	55	7	48		55
Priority 3	0	4	0	0	0	4	0	4		4
Priority 4	0	1	0	0	0	1	0	1		1
Priority 5	3	53	0	0	0	56	1	55		56
Priority 6	0	0	0	0	0	0	0	0		0
Unknown	0	0	0	0	0	0	0	0		0
Totals	4	268	0	35	0	307	34	273	0	307
Responses Exceeding Response Time Requirements										7
Number of Acceptable Response Time Exceptions/Reports										1
Number of Late Responses Subject to Penalties										6

July Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	191	2	1%	98.95%
2	55	1	2%	98.18%
3	4	0	0%	100.00%
4	1	0	0%	100.00%
5	56	3	5%	94.64%
6	0	0	0%	100.00%
Totals	307	6	2%	98.05%

Non Transports

Priority 01	26
Priority 02	7
Priority 03	0
Priority 04	0
Priority 05	1
Priority 06	0
UNK	0
Total	34

Penalties Assessed: Monitor Priority 3 Calls (100 call rule)

CAL-TAHOE

August 2017

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - August 2017

CALL SUMMARY									All Calls =	321
Response Area	Rural	Urban	Semi-Rural	Wilderness	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
	01	02	03	04		0	0	0	0	0
Priority 1	0	145	1	31	0	177	19	158		177
Priority 2	0	56	0	2	0	58	7	51		58
Priority 3	0	4	0	0	0	4	1	3		4
Priority 4	0	1	0	0	0	1	0	1		1
Priority 5	3	50	0	0	0	53	1	52		53
Priority 6	0	3	0	0	0	3	0	3		3
Unknown	0	0	0	0	0	0	0	0		0
Totals	3	259	1	33	0	296	28	268	0	296
Responses Exceeding Response Time Requirements										8
Number of Acceptable Response Time Exceptions/Reports										1
Number of Late Responses Subject to Penalties										7

August Time Compliance				
Priority	Calls	Late	% Late	% Completed Transports
1	177	3	2%	98.31%
2	58	2	3%	96.55%
3	4	0	0%	100.00%
4	1	0	0%	100.00%
5	53	1	2%	98.11%
6	3	1	33%	66.67%
Totals	296	7	2%	97.64%

Non Transports		
Priority 01		19
Priority 02		7
Priority 03		1
Priority 04		0
Priority 05		1
Priority 06		0
UNK	UNK	0
Total		28

Penalties Assessed: Monitor Priority 3 & 6 Calls (100 call rule)

CAL-TAHOE

September 2017

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - September 2017

CALL SUMMARY									All Calls =	311
Response Area	Rural	Urban	Semi-Rural	Wilderness	Unknown	Total	Non	Total	Other	Total
	01	02	03	04		Med.Calls	Transports	Transports	Calls	Calls
Priority 1	1	145	2	13	0	161	17	144		161
Priority 2	3	52	1	6	0	62	9	53		62
Priority 3	0	9	0	1	0	10	2	8		10
Priority 4	1	4	0	0	0	5	0	5		5
Priority 5	8	36	0	0	0	44	0	44		44
Priority 6	0	1	0	0	0	1	0	1		1
Unknown	0	0	0	0	0	0	0	0		0
Totals	13	247	3	20	0	283	28	255	0	283
Responses Exceeding Response Time Requirements										11
Number of Acceptable Response Time Exceptions/Reports										0
Number of Late Responses Subject to Penalties										11

September Time Compliance				
Priority	Calls	Late	% Late	% Completed Transports
1	161	8	5%	95.03%
2	62	1	2%	98.39%
3	10	1	10%	90.00%
4	5	0	0%	100.00%
5	44	0	0%	100.00%
6	1	1	100%	0.00%
Totals	283	11	4%	96.11%

Non Transports		
Priority 01		17
Priority 02		9
Priority 03		2
Priority 04		0
Priority 05		0
Priority 06		0
UNK	UNK	0
Total		28

Penalties Assessed: Monitor Priority 3 & 6 Calls (100 call rule)

CAL-TAHOE

October 2017

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - October 2017

CALL SUMMARY

All Calls = 260

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	0	104	0	9	0	113	8	105		113
Priority 2	2	56	0	2	0	60	11	49		60
Priority 3	0	5	0	2	0	7	0	7		7
Priority 4	0	4	0	0	0	4	0	4		4
Priority 5	2	42	0	0	0	44	0	44		44
Priority 6	0	0	0	0	0	0	0	0		0
Unknown	0	0	0	0	0	0	0	0		0
Totals	4	211	0	13	0	228	19	209	0	228

Responses Exceeding Response Time Requirements

1

Number of Acceptable Response Time Exceptions/Reports

1

Number of Late Responses Subject to Penalties

0

October Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	113	0	0%	100.00%
2	60	0	0%	100.00%
3	7	0	0%	100.00%
4	4	0	0%	100.00%
5	44	0	0%	100.00%
6	0	0	0%	100.00%
Totals	228	0	0%	100.00%

Non Transports

Priority 01		8
Priority 02		11
Priority 03		0
Priority 04		0
Priority 05		0
Priority 06		0
UNK	UNK	0
Total		19

Penalties Assessed: Monitor Priority 3 & 6 Calls (100 call rule)

CAL-TAHOE

November 2017

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - November 2017

CALL SUMMARY

All Calls = 216

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	0	108	0	3	0	111	11	100		111
Priority 2	0	36	0	0	0	36	3	33		36
Priority 3	0	7	0	3	0	10	1	9		10
Priority 4	0	0	0	0	0	0	0	0		0
Priority 5	5	34	0	0	0	39	0	39		39
Priority 6	0	0	0	0	0	0	0	0		0
Unknown	0	0	0	0	0	0	0	0		0
Totals	5	185	0	6	0	196	15	181	0	196
Responses Exceeding Response Time Requirements										0
Number of Acceptable Response Time Exceptions/Reports										0
Number of Late Responses Subject to Penalties										0

November Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	111	1	1%	99.10%
2	36	3	8%	91.67%
3	10	0	0%	100.00%
4	0	0	0%	100.00%
5	39	3	8%	92.31%
6	0	0	0%	100.00%
Totals	196	7	4%	96.43%

Non Transports

Priority 01		11
Priority 02		3
Priority 03		1
Priority 04		0
Priority 05		0
Priority 06		0
UNK	UNK	0
Total		15

Penalties Assessed: Monitor Priority 3 & 6 Calls (100 call rule)

CAL-TAHOE

December 2017

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - December 2017

CALL SUMMARY

All Calls = 276

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	137	0	2	16	0	155	29	126		155
Priority 2	0	33	0	4	0	37	9	28		37
Priority 3	0	14	0	8	0	22	2	20		22
Priority 4	0	1	0	0	0	1	0	1		1
Priority 5	1	32	0	1	0	34	1	33		34
Priority 6	0	0	0	0	0	0	0	0		0
Unknown	0	0	0	0	0	0	0	0		0
Totals	138	80	2	29	0	249	41	208	0	249

Responses Exceeding Response Time Requirements

10

Number of Acceptable Response Time Exceptions/Reports

2

Number of Late Responses Subject to Penalties

8

December Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	155	8	5%	94.84%
2	37	0	0%	100.00%
3	22	0	0%	100.00%
4	1	0	0%	100.00%
5	34	0	0%	100.00%
6	0	0	0%	100.00%
Totals	249	8	3%	96.79%

Non Transports

Priority 01		26
Priority 02		9
Priority 03		2
Priority 04		0
Priority 05		1
Priority 06		0
UNK	UNK	0
Total		38

Penalties Assessed: Monitor Priority 3 & 6 Calls (100 call rule)

CAL-TAHOE

January 2018

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - January 2018

CALL SUMMARY

All Calls = 259

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	3	125	1	21	0	150	20	130		150
Priority 2	1	41	0	11	0	53	11	42		53
Priority 3	1	8	0	1	0	10	1	9		10
Priority 4	0	1	0	0	0	1	0	1		1
Priority 5	2	30	1	0	0	33	1	32		33
Priority 6	0	1	0	0	0	1	0	1		1
Unknown	0	0	0	0	0	0	0	0		0
Totals	7	206	2	33	0	248	33	215	0	248
Responses Exceeding Response Time Requirements										8
Number of Acceptable Response Time Exceptions/Reports										2
Number of Late Responses Subject to Penalties										6

January Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	150	8	5%	94.67%
2	53	0	0%	100.00%
3	10	0	0%	100.00%
4	1	0	0%	100.00%
5	33	0	0%	100.00%
6	1	0	0%	100.00%
Totals	248	8	3%	96.77%

Non Transports

Priority 01		20
Priority 02		11
Priority 03		1
Priority 04		0
Priority 05		1
Priority 06		0
UNK	UNK	0
Total		33

Penalties Assessed: Monitor Priority 3 Calls (100 call rule)

CAL-TAHOE

February 2018

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - February 2018

CALL SUMMARY

All Calls = 264

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	5	107	5	9	0	126	17	109		126
Priority 2	5	42	1	19	0	67	10	57		67
Priority 3	0	9	0	5	0	14	3	11		14
Priority 4	0	1	0	0	0	1	0	1		1
Priority 5	1	36	0	0	0	37	0	37		37
Priority 6	0	0	0	0	0	0	0	0		0
Unknown	0	0	0	0	0	0	0	0		0
Totals	11	195	6	33	0	245	30	215	0	245

Responses Exceeding Response Time Requirements

22

Number of Acceptable Response Time Exceptions/Reports

14

Number of Late Responses Subject to Penalties

8

February Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	126	2	2%	98.41%
2	67	5	7%	92.54%
3	14	0	0%	100.00%
4	1	0	0%	100.00%
5	37	1	3%	97.30%
6	0	0	0%	100.00%
Totals	245	8	3%	96.73%

Non Transports

Priority 01		17
Priority 02		10
Priority 03		3
Priority 04		0
Priority 05		0
Priority 06		0
UNK	UNK	0
Total		30

Penalties Assessed: Monitor Priority 3 Calls (100 call rule)

CAL-TAHOE

March 2018

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - March 2018

CALL SUMMARY

All Calls = 265

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	1	118	0	26	0	145	24	121		145
Priority 2	0	35	1	9	0	45	7	38		45
Priority 3	0	6	0	5	0	11	3	8		11
Priority 4	1	0	0	0	0	1	0	1		1
Priority 5	1	37	0	0	0	38	0	38		38
Priority 6	0	1	0	0	0	1	0	1		1
Unknown	0	0	0	0	0	0	0	0		0
Totals	3	197	1	40	0	241	34	207	0	241

Responses Exceeding Response Time Requirements

10

Number of Acceptable Response Time Exceptions/Reports

1

Number of Late Responses Subject to Penalties

9

March Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	145	6	4%	95.86%
2	45	2	4%	95.56%
3	11	0	0%	100.00%
4	1	1	100%	0.00%
5	38	0	0%	100.00%
6	1	0	0%	100.00%
Totals	241	9	4%	96.27%

Non Transports

Priority 01		24
Priority 02		7
Priority 03		3
Priority 04		0
Priority 05		0
Priority 06		0
UNK	UNK	0
Total		34

Penalties Assessed: Monitor Priority 3 & 4 Calls (100 call rule)

CAL-TAHOE

April 2018

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - April 2018

CALL SUMMARY									All Calls =	195
Response Area	Rural	Urban	Semi-Rural	Wilderness	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
	01	02	03	04						
Priority 1	0	93	1	7	0	101	11	90		101
Priority 2	0	23	0	2	0	25	4	21		25
Priority 3	0	12	0	2	0	14	1	13		14
Priority 4	0	0	0	0	0	0	0	0		0
Priority 5	4	34	0	0	0	38	0	38		38
Priority 6	0	2	0	0	0	2	0	2		2
Unknown	0	0	0	0	0	0	0	0		0
Totals	4	164	1	11	0	180	16	164	0	180
Responses Exceeding Response Time Requirements										6
Number of Acceptable Response Time Exceptions/Reports										0
Number of Late Responses Subject to Penalties										6

April Time Compliance				
Priority	Calls	Late	% Late	% Completed Transports
1	101	2	2%	98.02%
2	25	2	8%	92.00%
3	14	0	0%	100.00%
4	0	0	0%	100.00%
5	38	2	5%	94.74%
6	2	0	0%	100.00%
Totals	180	6	3%	96.67%

Non Transports		
Priority 01		11
Priority 02		4
Priority 03		1
Priority 04		0
Priority 05		0
Priority 06		0
UNK	UNK	0
Total		16

Penalties Assessed: Monitor Priority 3 & 4 Calls (100 call rule)

CAL-TAHOE

May 2018

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - May 2018

CALL SUMMARY									All Calls =	184
Response Area	Rural	Urban	Semi-Rural	Wilderness	Unknown	Total	Non	Total	Other	Total
	01	02	03	04		Med.Calls	Transports	Transports	Calls	Calls
Priority 1	0	98	2	8	0	108	26	82		108
Priority 2	0	11	1	3	0	15	4	11		15
Priority 3	0	8	0	1	0	9	1	8		9
Priority 4	1	0	0	0	0	1	0	1		1
Priority 5	0	31	0	0	0	31	0	31		31
Priority 6	0	0	0	0	0	0	0	0		0
Unknown	0	0	0	0	0	0	0	0		0
Totals	1	148	3	12	0	164	31	133	0	164
Responses Exceeding Response Time Requirements										4
Number of Acceptable Response Time Exceptions/Reports										0
Number of Late Responses Subject to Penalties										4

May Time Compliance				
Priority	Calls	Late	% Late	% Completed Transports
1	108	3	3%	97.22%
2	15	1	7%	93.33%
3	9	0	0%	100.00%
4	1	0	0%	100.00%
5	31	0	0%	100.00%
6	0	0	0%	100.00%
Totals	164	4	2%	97.56%

Non Transports		
Priority 01		26
Priority 02		4
Priority 03		1
Priority 04		0
Priority 05		0
Priority 06		0
UNK	UNK	0
Total		31

Penalties Assessed: Monitor Priority 3 & 4 Calls (100 call rule)

CAL-TAHOE

June 2018

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - June 2018

CALL SUMMARY

All Calls = 254

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	1	121	3	13	0	138	20	118		138
Priority 2	0	35	1	4	0	40	9	31		40
Priority 3	0	17	0	0	0	17	5	12		17
Priority 4	0	0	0	0	0	0	0	0		0
Priority 5	1	42	0	0	0	43	1	42		43
Priority 6	0	0	0	0	0	0	0	0		0
Unknown	0	0	0	0	0	0	0	0		0
Totals	2	215	4	17	0	238	35	203	0	238
Responses Exceeding Response Time Requirements										4
Number of Acceptable Response Time Exceptions/Reports										0
Number of Late Responses Subject to Penalties										4

June Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	138	2	1%	98.55%
2	40	0	0%	100.00%
3	17	0	0%	100.00%
4	0	0	0%	100.00%
5	43	0	0%	100.00%
6	0	0	0%	100.00%
Totals	238	2	1%	99.16%

Non Transports

Priority 01		20
Priority 02		9
Priority 03		5
Priority 04		0
Priority 05		1
Priority 06		0
UNK	UNK	0
Total		35

Penalties Assessed: Monitor Priority 3 & 4 Calls (100 call rule)

CAL-TAHOE

July 2018

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - July 2018

CALL SUMMARY

All Calls = 337

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	5	177	9	19	0	210	20	190		210
Priority 2	1	47	1	2	0	51	10	41		51
Priority 3	2	9	11	0	0	22	10	12		22
Priority 4	0	0	0	0	0	0	0	0		0
Priority 5	1	46	1	0	0	48	0	48		48
Priority 6	0	0	0	0	0	0	0	0		0
Unknown	0	0	0	0	0	0	0	0		0
Totals	9	279	22	21	0	331	40	291	0	331

Responses Exceeding Response Time Requirements

3

Number of Acceptable Response Time Exceptions/Reports

0

Number of Late Responses Subject to Penalties

3

July Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	210	2	1%	99.05%
2	51	1	2%	98.04%
3	22	0	0%	100.00%
4	0	0	0%	100.00%
5	48	0	0%	100.00%
6	0	0	0%	100.00%
Totals	331	3	1%	99.09%

Non Transports

Priority 01	20
Priority 02	10
Priority 03	10
Priority 04	0
Priority 05	0
Priority 06	0
UNK	0
Total	40

Penalties Assessed: Monitor Priority 3 & 4 Calls (100 call rule)

CAL-TAHOE

August 2018

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - August 2018

CALL SUMMARY

All Calls = 250

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	5	134	6	14	0	159	17	142		159
Priority 2	0	33	0	2	0	35	8	27		35
Priority 3	1	12	0	6	0	19	3	16		19
Priority 4	0	0	0	0	0	0	0	0		0
Priority 5	0	27	4	2	0	33	0	33		33
Priority 6	0	0	0	0	0	0	0	0		0
Unknown	0	0	0	0	0	0	0	0		0
Totals	6	206	10	24	0	246	28	218	0	246
Responses Exceeding Response Time Requirements										3
Number of Acceptable Response Time Exceptions/Reports										1
Number of Late Responses Subject to Penalties										2

August Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	159	0	0%	100.00%
2	35	0	0%	100.00%
3	19	0	0%	100.00%
4	0	0	0%	100.00%
5	33	2	6%	93.94%
6	0	0	0%	100.00%
Totals	246	2	1%	99.19%

Non Transports

Priority 01		17
Priority 02		8
Priority 03		3
Priority 04		0
Priority 05		0
Priority 06		0
UNK	UNK	0
Total		28

Penalties Assessed: Monitor Priority 3 & 4 Calls (100 call rule)

CAL-TAHOE

September 2018

CSA 3

SUMMARY OF CAL TAHOE MONTHLY RESPONSE TIME PENALTIES

The September 1, 2011 ambulance service contract between El Dorado County and the Cal Tahoe JPA, in Section IV, Article XIII, Item B., requires that the total of all response time fines and penalties for a previous month shall be deducted prior to monthly payment to CAL TAHOE.

Month - September 2018

CALL SUMMARY

All Calls = 200

Response Area	Rural 01	Urban 02	Semi- Rural 03	Wilderness 04	Unknown	Total Med.Calls	Non Transports	Total Transports	Other Calls	Total Calls
Priority 1	1	123	1	8	0	133	21	112		133
Priority 2	0	22	0	5	0	27	6	21		27
Priority 3	0	6	0	0	0	6	3	3		6
Priority 4	0	0	0	0	0	0	0	0		0
Priority 5	0	31	0	0	0	31	0	31		31
Priority 6	0	0	0	0	0	0	0	0		0
Unknown	0	0	0	0	0	0	0	0		0
Totals	1	182	1	13	0	197	30	167	0	197
Responses Exceeding Response Time Requirements										7
Number of Acceptable Response Time Exceptions/Reports										4
Number of Late Responses Subject to Penalties										3

September Time Compliance

Priority	Calls	Late	% Late	% Completed Transports
1	133	3	2%	97.74%
2	27	0	0%	100.00%
3	6	0	0%	100.00%
4	0	0	0%	100.00%
5	31	0	0%	100.00%
6	0	0	0%	100.00%
Totals	197	3	2%	98.48%

Non Transports

Priority 01		21
Priority 02		6
Priority 03		3
Priority 04		0
Priority 05		0
Priority 06		0
UNK	UNK	0
Total		30

Penalties Assessed: Monitor Priority 3 & 4 Calls (100 call rule)

APPENDIX P Contents: Mass Casualty Incident (MCI)

MCI Plan 2018

EL DORADO COUNTY EMS AGENCY

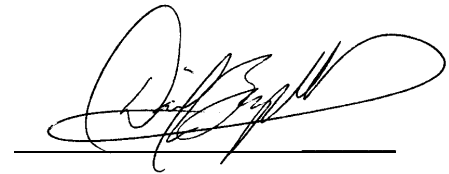
FIELD POLICIES

Effective: July 2009

Reviewed: July

Revised: July 2014, 2016, 2018

Scope: ALS/BLS Personnel



EMS Agency Medical Director

MULTIPLE CASUALTY INCIDENTS

PURPOSE:

To establish responsibilities and determine actions required to coordinate multi-agency response to any Multiple Casualty Incidents in El Dorado County.

DEFINITIONS:

Control Facility (CF) – Base Hospital designated by the Local EMS Agency with the responsibility for the dispersal of patients during a multi-casualty incident (MCI).

Disaster Medical Services (DMS) – The manufacturer of the disaster kits utilized in El Dorado County. DMS forms and triage tags are to be utilized for MCIs as appropriate.

Incident Command System (ICS) - A combination of equipment, personnel and procedures for communications operating within a common organizational structure with responsibility for the management of assigned resources to effectively accomplish objectives pertaining to an emergency incident. ICS is a sub-system of the National Inter-Agency Incident Management System (NIIMS) and a component of Standard Emergency Management System (SEMS).

Multi-Casualty Incident (MCI) – **Any** incident that exceeds the capabilities of the initial response including an incident that meets any of the following criteria:

1. 5 or more Patients that are triaged either IMMEDIATE or DELAYED
2. 6 or more patients that are triaged MINOR regardless of the number of IMMEDIATE or DELAYED
3. Provider discretion

S.A.L.T. – Sort, Assess, Life-Saving Interventions, Treatment/Transport: a method of mass casualty triage utilizing evaluation of airway/breathing, circulation and level of consciousness.

POLICY:

1. The El Dorado County EMS Agency endorses the California Office of Emergency Services Region IV Multi-Casualty Incident (MCI) Plan, the Incident Command System (ICS), and the Standardized Emergency Management System (SEMS). All El Dorado County EMS contracted agencies must utilize the Region IV MCI Plan or a County approved equivalent plan.
2. Emergency response agencies and personnel shall familiarize themselves with the Standardized Emergency Management System (SEMS) regulations.
3. El Dorado County EMS personnel should be thoroughly familiar with the Multi-Casualty Incident Plan used by the local public safety agencies, the SALT triage procedures, the Incident Command System (ICS) and the DMS kits including all forms and triage tags (See DMS ppt. training on EMS website).

4. The notification of the Base Hospital Control Facility (CF) should occur as soon as there is information that an MCI may exist. If this occurs at the time of dispatch or while responding to the incident, the CF should be contacted and advised of an "MCI Alert". Information concerning the location, approximate number of victims (if known), and a description of the incident should be given. The CF can be contacted by the dispatch center or pre-hospital responders.
5. The first arriving emergency unit should be prepared to quickly size up the incident; request additional resources; declare MCI, and implement ICS operations; provide a scene description and early notification to the base station/CF; and assume roles and responsibilities according to the California Office of Emergency Services Region IV Multi-Casualty Incident Plan.
6. Once declared, an MCI cannot be "undeclared" by scene personnel until the incident is terminated and all patients have been transported or released.
7. All completed DMS forms and any other recorded documentation shall be submitted to the EMS Agency within 72 hours of the incident or as soon as practicable, given Holidays and weekends. An EMS Event Analysis Form shall be completed for all declared MCIs. The EMS event analysis form shall be forwarded to the Continuous Quality Improvement (CQI) Committee Chairperson and El Dorado County EMSA. Confidentiality of responder's names and patient names will follow the CQI policy.
8. An analysis of the event shall be conducted using the CQI Committee Guidelines, and be conducted at the next scheduled CQI meeting. The CQI Committee should notify all responding agencies and the base hospital for all MCI reviews.
9. Learning points from the CQI Committee's analysis of the event should be forwarded to the El Dorado County EMSA, El Dorado County Training Officers, and the El Dorado County Medical Advisory Committee.
10. This plan shall be trained on regularly and reviewed/updated every two years.

MCI KEY POINTS

1. An MCI requires a streamlined approach to patient treatment and transport. Designed to minimize scene time, easily manage a scene by establishing ICS positions, and do the greatest good for the greatest number of patients.
2. There are **six** ICS positions that must be filled during an MCI – These are placed in suggested order of assignment as resources arrive (See MCI Flow below):
 - Incident Commander (IC)
 - Patient Sorting and Triage Unit Leader
 - Medical Communications Coordinator – (Paramedic)
 - Transportation Group Supervisor
 - Treatment Unit Leader – (Paramedic)
 - Medical Group Supervisor

IC, Triage and Med Comms should be filled on every incident. On smaller incidents, an individual may hold multiple roles however; the **Medical Communications Coordinator** position should be filled independently.

3. Medical Group Supervisor, Transportation Group Supervisor and Med Communications Coordinator need to have very good communication (face to face if possible). This will ensure easy communications when directing patient dispositions and ordering resources.
4. **MCI Flow**
 - **1st arriving non-transport/assessment unit:** IC and patient sorting/triage. Pass IC to incoming officer when appropriate.
 - **2nd arriving non-transport/assessment unit:** Assist with patient sorting/triage. If ALS, have ALS provider assume med comms.
 - **Additional non-transport/assessment unit(s):** Assist as needed. Utilize company officers for ICS roles and ALS personnel for Med Comms and Treatment Unit.
 - **1st arriving medic unit:** Med Comms (in not already established). Prepare to be utilized as supply cache.
 - **Additional medic unit(s):** Communicate early with IC to determine transportation flow path and approach plan. Prepare to receive patients.
5. **Situational considerations:**
 - Depending on available resources, may need to utilize first arriving medic unit as supply cache and ALS personnel for Med Comms. Consider removing equipment and supplies from medic unit and modifying staffing with other available personnel to allow medic unit to still transport.
 - Consider use of air ambulance(s) and need for additional medic units to transport to helispot(s).
 - When operating with units from neighboring Counties, Marshall Hospital will provide available transport destinations and Med Comms/Transportation will assign individual resources. Out of county resources shall not contact their respective Base hospitals for destination decision.
 - Maximize use of medic units. Send additional providers, when available, to transport as many patients as possible.
6. Order **EARLY** and order **BIG**. You can always cancel later.
7. Triage patients with ribbons/ triage tags for all declared MCIs. **Know how to properly use triage tags and MCI kits BEFORE the incident. (See DMS ppt. training on EMS website).**
8. The initial triage person/team should utilize colored ribbons to triage patients.
9. Make centrally located treatment areas titled: Immediate, Delayed, and Minor. If you take a few minutes to gather your patients, this will ensure that they can be transported off scene quickly and no patients will be left behind.
10. Separate Triage Tag Receipt Holders are used by each treatment area manager.

11. Re-triage patients when they arrive at the treatment area as they may deteriorate. Triage tags should be applied upon re-triaging the patient. Remove ribbons when triage tag is applied. **NOTE:** Obtain identification information if possible (describe clothing or possessions) to help with family reunification post incident.
12. Ensure all patients have been accounted for and have been triaged.
13. Consider loading more than one patient in an ambulance. Ideally an Immediate patient with a couple of Minor or Delayed patients. You may **need** to load 2 immediate into 1 ambulance depending on resources.
14. Ensure destination instructions are clear and understood with transporting agency.
15. Only one person the Medical Communications Coordinator should communicate with the Base Hospital/Control Facility. This should be done very early in the incident and be maintained by the same person for the duration.
16. **THE MEDICAL COMMUNICATIONS COORDINATOR SHOULD NOT BE INVOLVED WITH PATIENT CARE.**
17. Transporting units will make brief contact to destination hospital once en route. Begin the communication with the incident you are coming from and give triage tag number. There is no need to contact CF if that is your destination.
18. After the incident, ensure all patients are accounted for and have been transported. This shall include re-contact of the base hospital/CF MICN to confirm patients and destinations.
19. Ensure Medical Communications Coordinator has the most updated information on patients and hospital destinations.
20. Have good documentation during the Incident and one complete set of documentation at the conclusion of the incident. These are cases that end up in court. Reference MCI packet for proper documentation forms.
21. The complete set of paperwork needs to be sent to the hosting agency post incident, the Base Hospital/CF, and forwarded to the EMS office.

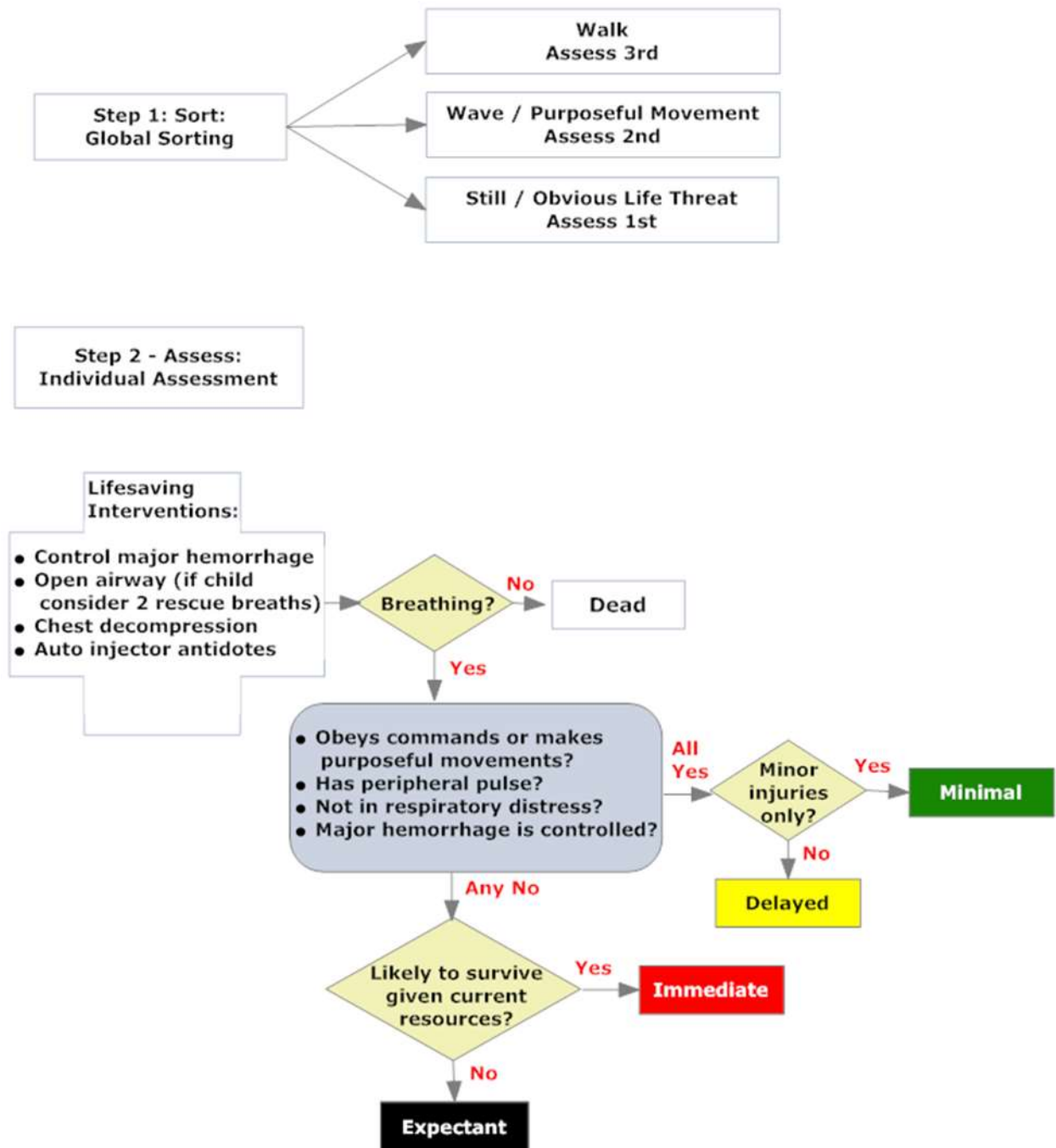
BASE HOSPITAL/CONTROL FACILITY

On Scene

1. Immediately upon arrival or upon confirmation of on-scene EMS first responders:
 - a. Confirm or cancel MCI alert with CF MICN.
 - b. Identify location of MCI.
 - c. Name of incident
 - d. Report name of MedCom officer and contact number
 - e. An MICN will be assigned to incident for duration of event and maintain communications with on-scene Med Comms Coordinator

2. Following Scene Size-up, Update CF MICN on:
 - a. Classification of Incident:
 - i. MCI Trauma, Surgeon may be required for Immediate victims.
 - ii. MCI Medical, Surgeon may not be required at the receiving facility
 - iii. MCI HazMat, incident requiring decontamination.
 - b. Approximate number of victims
 - c. Estimated time when triage will be completed.
3. Following Triage, Update CF MICN on:
 - a. Total number of patients in each triage category
 - b. Number and description of transporting units
4. CF MICN will obtain bed poll and report back to MedCom Officer:
 - a. Receiving Hospital Name
 - b. Number of patients of each category that can be transported to each receiving facility
5. MedCom Officer will advise CF MICN of each patient transport with the following information:
 - a. Triage Tag Number
 - b. Triage category
 - c. Destination,
 - d. Brief description of injury
 - e. Transporting unit
 - f. ETA to receiving facility
6. CF MICN will contact receiving facility to notify of incoming Patient with above information
7. Report scene clear and confirm patients and destinations to ensure all patients are accounted for with CF MICN. Report any identification information that is available to help with family reunification post incident.

SALT Triage Algorithm



APPENDIX Q Contents: Mass Casualty Incident (MCI)

JPA DispatchContract 2019

GTA - El Do County CSAs

PROFESSIONAL SERVICES AGREEMENT

This Agreement is made and entered into as of the 10 day of Sept, 2019 by and between the **California Tahoe Emergency Services Operation Authority**, a Public Entity ("CTESOA"), and the **City of South Lake Tahoe**, a municipal corporation ("Consultant City", together with CTESOA, the "Parties").

RECITALS

A. Consultant City has staff that is specially trained, experiences and competent to perform the special services which will be required by this Agreement.

B. Consultant City possesses the skill, experience, ability, background, certification and knowledge to provide the services described in this Agreement on the terms and conditions described herein.

C. CTESOA and Consultant City entered into an agreement dated June 24, 2014 ("Prior Agreement" for providing CTESOA with necessary dispatch serves as required for the medical aid services provided by CTESOA to the County of El Dorado, as described in the CTESOA/County Agreement.

D. CTESOA and Consultant City entered into the Amendment One to Professional Services Agreement ("First Amendment") to extend the term of the Prior Agreement to August 31, 2019.

E. CTESOA issued a Request for Proposals on January 21, 2019 seeking proposals for emergency dispatch services and Consultant City presented the lowest price proposal for the requested services.

F. CTESOA desires to retain Consultant City to render professional services as set forth in this Agreement.

G. The parties intend to operate under the Agreement upon the expiration of the Prior Agreement as amended by the First Amendment.

NOW, THEREFORE, in consideration of the above recitals which are contractual in nature, the covenants, conditions, and premises hereinafter contained, to be kept and performed by the respective Parties, the Parties agree as follows.

AGREEMENT

1. Scope of Services. Consultant City shall perform the services set forth in this Agreement and shall provide said services at the time, place, and in the manner specified in this

Agreement. Consultant City shall have no power or authority by this Agreement to bind CTESOA in any respect.

All services provided by Consultant City pursuant to this Agreement will be provided in accordance with the terms set forth in the **Schedule A, "Scope of Services,"** attached hereto and incorporated herein by reference. **Schedule B, "Compensation Schedule,"** attached hereto and incorporated herein by reference, outlines the fees and compensation which shall be paid pursuant to this Agreement.

2. **Term/Time of Performance.** The services by Consultant City are to commence on September 1, 2019 and continue until August 31, 2024 ("Initial Term"). Upon the mutual written consent of the Parties, the term of the Agreement may be extended until August 31, 2029 ("Extension Term").
3. **Consultant City Qualifications.** CTESOA has relied upon the professional training and ability of Consultant City to perform the services hereunder as a material inducement to enter into this Agreement. Consultant City represents and warrants to CTESOA that Consultant City, and all of Consultant City's employees, agents, or volunteers (the "Consultant City Parties"), have in effect and shall maintain in full force throughout the Initial Term and Extension Term, if applicable, all licenses, credentials, permits and any other qualifications required by law to perform the services described in Section 1 of this Agreement and to fully and faithfully satisfy all of the terms set forth in this Agreement. Consultant City and any Consultant City Parties performing services shall be competent to perform those services.
4. **Equipment and Materials.** Consultant City at its sole cost and expense shall provide and furnish all equipment, tools, labor, materials, transportation services and any other items (collectively, "Equipment") which are required or necessary to perform the services described by Section 1 of this Agreement in a manner which is consistent with generally accepted standards of the profession for similar services. Notwithstanding the foregoing, CTESOA shall not be responsible for any damages to persons or property as a result of the use, misuse, or failure of any Equipment used by Consultant City or the Consultant City Parties.
5. **Compensation.** Compensation to be paid to Consultant City shall be Two hundred and Fifty thousand dollars (\$250,000) per year, with annual increases of three percent (3%). Payment under this Agreement shall not be deemed a waiver of defects, even if such defects were known at the time of payment. Payment is contingent upon compliance with all terms and conditions of this Agreement, as set forth herein.
6. **Method of Payment.** Consultant City shall submit monthly billings to CTESOA describing the work performed during the preceding month. Consultant City's invoices shall include a brief description of the services performed, the date the services were performed, and the number of hours spent and by whom. CTESOA shall remit one-

twelfth (1/12) of the annual compensation described in Section 3 of this Agreement no later than 30 days after receipt of the invoice.

7. Termination. This Agreement may be terminated by either Party by giving sixty days (60) days advance written notice to the other Party. However the Parties may agree in writing to a shorter notice period. CTESOA may terminate this Agreement at any time by giving written notice to Consultant City if Consultant City materially breaches any of the terms of this Agreement, any act or omission of Consultant City or the officers, employees, agents, or contractors of Consultant City exposes CTESOA to potential liability or may cause an increase in CTESOA's insurance premiums, Consultant City is adjudged a bankrupt, Consultant City makes a general assignment for the benefit of creditors or a receiver is appointed because of Consultant City's insolvency. Such termination shall be effective immediately upon Consultant City's receipt of the notice. Upon termination, Consultant City shall be entitled to compensation for services performed up to the effective date of termination, and CTESOA shall be entitled to all work performed to that date.

Termination, revocation, or expiration of this Agreement shall not release either party from liability resulting from an event which occurred prior to such termination, revocation or expiration.

8. Confidential Information and Ownership of Documents. Consultant City shall maintain the confidentiality of, and protect from unauthorized disclosure, any and all individual patient information, including but not limited to patient names, identifying information, and medical information, except as otherwise required by law. All documents and other writings, including working notes and internal documents, prepared by Consultant City or Consultant City Parties related to CTESOA in the course of implementing this Agreement, shall become the property of CTESOA upon payment to Consultant City for such work, and CTESOA shall have the sole right to use such materials in its discretion without further compensation to Consultant City or to any other party. Consultant City shall, at Consultant City's expense, provide such reports, plans, studies, documents and other writings to CTESOA upon written request. All documents prepared by Consultant City are confidential and shall be maintained to preserve their confidential nature. Release of any such documents to third parties shall only be made upon written consent of CTESOA.
9. Independent Contractor. Consultant City is engaged to provide the services required by this Agreement and is hereby retained to provide specialized services for CTESOA that are outside the usual course of CTESOA's business. Consultant City and the Consultant City Parties are free from the control and direction of CTESOA in connection with the manner in which it provides the services to CTESOA. Consultant City and the Consultant City Parties understand and agree that Consultant City and the Consultant City Parties shall not be considered officers, employees, agents, partners, or joint venturers of CTESOA, and are not entitled to benefits of any kind or nature normally

provided to employees of CTESOA and/or to which CTESOA's employees are normally entitled.

10. Compliance with Laws. Each and every provision of law and clause required by law to be inserted into this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein. Consultant City and Consultant City Parties shall comply with all applicable federal, state, regional and local laws, codes, ordinances and regulation in carrying out the duties under this Agreement. Consultant City shall observe and comply with all applicable laws, ordinances, regulations and codes of federal, state and local governments, and shall commit no trespass on any public or private property in performing any of the work authorized by this Agreement and failure to do so shall constitute material breach
11. Insurance. Without in any way limiting Consultant City's liability, or indemnification obligations set forth in this Agreement, Consultant City shall secure and maintain throughout the Initial Term and Renewal Term, if applicable, the following insurance: (i) comprehensive general liability insurance with limits of not less than \$5,000,000 each occurrence and \$5,000,000 in the aggregate; (ii) commercial automobile liability insurance with limits not less than \$5,000,000 each occurrence and \$5,000,000 in the aggregate, if applicable; and (iii) worker's compensation insurance as required by Labor Code section 3200, et seq., if applicable. All insurance policies shall include an endorsement stating that CTESOA is named as an additional insured. All of the policies shall be amended to provide that the insurance shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice has been given to CTESOA. If such a notice is not given or even if CTESOA receives a notice, CTESOA may, at its sole option, terminate this Agreement. All insurance policies shall include an endorsement stating that it is primary to any insurance or self-insurance maintained by CTESOA and shall waive all rights of subrogation against CTESOA.
12. Indemnity. Each party shall defend, indemnify and hold harmless the other party and its affiliates, parents, subsidiaries, directors, trustees, officers, agents, employees and volunteers from any and all claims, demands, liabilities, damages, losses, suits and actions, and expenses (including reasonable attorneys' fees) or claims for injury to or death of persons or damages to property or delay arising out of or related to the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the other party and its affiliates, parents, subsidiaries, directors, trustees, officers, agents, employees and volunteers. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party, person, or entity described in this paragraph.

13. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below, or to an alternative address if the party provides written notification of a new mailing address. Notice shall be deemed received two business days after the date of mailing.

If to City: Police Chief
 City of South Lake Tahoe
 South Lake Tahoe, CA 96150

Provide a copy to: City Attorney's Office
 City of South Lake Tahoe
 1901 Airport Road, Suite 300
 South Lake Tahoe, CA 96150

If to CTESOA: Executive Director
 CTESOA
 2211 Keetak Street
 South Lake Tahoe, CA 96150

Provide a copy to: Nick Clair
 Lozano Smith, Attorneys at Law
 One Capitol Mall, Suite 640
 Sacramento, CA 95814

14. Assignment and Subcontracting. The parties recognize that a substantial inducement to CTESOA for entering into this Agreement is the professional reputation, experience, and competence of Consultant City. Assignments of any or all rights, duties or obligations of the Consultant City under this Agreement will be permitted only with the express consent of CTESOA. Consultant City shall not subcontract any portion of the work to be performed under this Agreement without the written authorization of CTESOA. If CTESOA consents to such subcontract, Consultant City shall remain fully responsible for the provision of services and other obligations pursuant to this Agreement and shall be fully responsible to CTESOA for all acts or omissions of the subcontractor. Nothing in the Agreement shall create any contractual relationship between CTESOA and any subcontractor nor shall it create any obligation on the part of CTESOA to pay or to see to the payment of any monies due to any such subcontractor, except as otherwise required by law.
15. Waiver. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

16. Dispute Resolution. If a dispute arises relating to the interpretation of, enforcement of, or compliance with the terms of this Agreement, the Parties shall first attempt to resolve such dispute through informal discussions or other alternative means. Any party may convene such discussions by written notice, and shall reasonably accommodate the other party with respect to scheduling any such discussion. If the dispute is not resolved in this manner within thirty (30) days of such written notice, it shall be referred to mediation in which both Parties must participate for a period not to exceed an additional thirty (30) days. This dispute resolution process shall be undertaken in good faith and exhausted prior to judicial review. However, compliance with this process does not waive any party's obligation to comply with, or right to assert as a defense, any applicable statutes of limitation or administrative procedures. The Parties may agree in writing to toll any applicable statutes of limitation for such period as may reasonably be necessary to complete the dispute resolution process outlined in this section..
17. Controlling Law Venue. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in the Superior Courts in the County of El Dorado.
18. Prohibited Interests. Consultant City maintains and warrants that it has not employed nor retained any Consultant City Party or other person, other than the independent contractors hired in accordance with Consultant City's standard business practice, to solicit or secure this Agreement. Further, Consultant City warrants that it has not paid nor has it agreed to pay any Consultant City Party or other person, other than a bona fide employee working solely for Consultant City or an independent contractor hired as discussed above, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, CTESOA shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of CTESOA, during the term of his or her service with CTESOA, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.
19. Equal Opportunity Employment. Consultant City represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment because of race, religion, color, national origin, disability, ancestry, sex, sexual orientation, or age. Such non-discrimination shall include but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant City shall also comply with all relevant provisions of City's Minority Business Enterprise program, Affirmative Action Plan, or other related programs or guidelines currently in effect or hereinafter enacted.
20. Drug-Free Workplace Certification. By signing this Agreement, Consultant City hereby certifies under penalty of perjury under the laws of the State of California that the Consultant City will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code Section 8350, et seq.) and will provide a drug-free work place by taking the following actions:

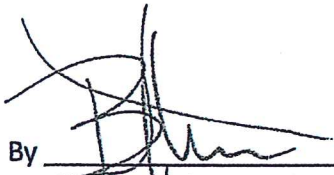
- a. Publish a statement notifying employees that unlawful manufacture, distribution dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355 (a).
 - b. Establish a Drug-Free Awareness Program as required by Government Code Section 8355(b) to inform employees about all of the following:
 - i. The dangers of drug abuse in the workplace;
 - ii. The person's or organization's policy of maintaining a drug-free workplace;
 - iii. Any available counseling, rehabilitation and employee assistance program; and
 - iv. Penalties that may be imposed upon employees for drug abuse violations.
 - c. Provide, as required by Government Code Section 8355(c), that every employee who performs activities under this Agreement:
 - i. Will receive a copy of the Consultant City's drug-free policy statement; and
 - ii. Will agree to abide by the terms of the Consultant City's statement as a condition of employment on this Agreement.
21. Americans with Disabilities Act. By signing this Agreement, Consultant City warrants to CTESOA that it complies with the American with Disabilities Act (ADA) of 1990, (42 U.S.C. 12101, et. seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to ADA.
 22. Amendments. This Agreement may be modified or amended only by a written document executed by both Consultant City and CTESOA and approved as to form by the City Attorney and CTESOA's legal counsel.
 23. Liability of CTESOA. Notwithstanding anything stated herein to the contrary, CTESOA shall not be liable for any special, consequential, indirect, or incidental damages in connection with this Agreement.
 24. Ambiguity. The Parties to this Agreement, and each of them, hereby represent that the language contained herein is to be construed as jointly proposed and jointly accepted, and in the event of any subsequent determination of ambiguity, all parties shall be treated as equally responsible for such ambiguity.
 25. Severability. If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

26. Entire Agreement. This Agreement constitutes the complete and exclusive statement of Agreement between Consultant City and CTESOA. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Agreement, except that the Prior Agreement and First Amendment shall continue in force until expiration on August 31, 2019.
27. Execution. This Agreement may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties when at least one copy hereof shall have been signed by both parties hereto. In approving this Agreement, it shall not be necessary to produce or account for more than one such counterpart.
28. Time is of the Essence. Time is of the essence for this Agreement.
29. Authority to Enter Agreement. Consultant City and CTESOA have all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first written above.


CONSULTANT CITY – CITY OF SOUTH
LAKE TAHOE:

CTESOA

By 
Police Chief Brian Uhler

By 
Bob Bettencourt, Chairman

Approved as to Form:

By 
Heather Stroud
City Attorney

SCHEDULE A

SCOPE OF SERVICES

Section I – General Dispatch Provisions

Contractor shall provide one hundred percent (100%), twenty-four (24) hours per day, seven (7) days per week dispatch coverage and services for all Priority 1, 2, 3, 4, 5 and 6 ambulance requests for service, described as follows:

Priority	Definition
1	Life Threatening Emergencies
2	Non-Life Threatening Emergencies
3	Urgent (Or Emergency Transfer From Healthcare Facility)
4	Scheduled Transfer (4-hour Advance Notification)
5	Unscheduled Transfer
6	Critical Care Transport

Said services shall be performed for the term of this Contract, in accordance with federal, state and local provisions, including but not limited to those outlined below.

Such service shall include, but is not limited to, dispatch personnel, in-service training, quality improvement monitoring, and related support services.

a. **Staffing**

Staffing levels shall be such that emergency lines will be answered within eighteen (18) seconds (by the third (3rd) ring) in not less than 90% of cases. Contractor's call-takers will provide medically appropriate priority dispatch and pre-arrival instructions using Medical Priority Dispatch Systems protocols approved by Cal Tahoe and the COUNTY EMS Agency Medical Director.

b. **Computer Aided Dispatch System**

Contractor will provide a computer aided dispatch (CAD) system to be utilized to record dispatch information for all ambulance requests. The CAD time recording system must include the date, hour, minutes and seconds. All radio and telephone communication including pre-arrival instructions and time track must be digitally recorded and retained for a minimum of 365 days. Cal Tahoe shall have access to recorded information related to medical calls with appropriate notice.

c. **Dispatch facility shall hold current designation as primary or secondary Public Safety Answering Point (PSAP) by State of California.**

d. **The Designated Dispatch Center shall utilize and maintain a computer aided**

dispatch (CAD) system with specialized separate tracking of EMS and ambulance responses. Contractor shall notify Cal Tahoe if CAD system is inoperative for more than 24 hours.

e. Contractor shall provide a system of priority dispatch and pre-arrival instructions together with applicable quality assurance approved by the Cal Tahoe.

f. Priority Dispatch Protocols and Pre-Arrival Instructions

COUNTY of El Dorado utilizes medical dispatch protocols and pre-arrival instructions approved by the COUNTY EMS Agency Medical Director and the COUNTY EMS Agency Administrator. These are based on the Emergency Medical Dispatch National Standard Curriculum as the standard:

The priority dispatch and pre-arrival instruction software approved by the County of El Dorado EMS Agency Director is Medical Priority Consultants software program: ProQA for Windows and AQUA (Advanced Quality Assurance for electronic case review), which meet the standards of the National Traffic Safety Administration: Emergency Medical Dispatch National Standard Curriculum.

Contractor shall ensure that the COUNTY approved priority dispatch and pre-arrival instruction software is installed by the Designated Dispatch Center at all times during this Contract. If, during the term of this Contract, the CAD vendor used by Contractor develops an interface to ProQA, or Contractor changes CAD vendors to one with such an interface, Contractor shall install the interface at its own sole expense.

Adherence to medical dispatch protocols is required. Thus, except where a deviation is clearly justified by special circumstances not contemplated within a dispatch protocol, such medical dispatch protocol shall be strictly followed. Compliance with call-taker and dispatcher questions and pre-arrival instructions shall be a routine part of an integrated quality improvement process and shall be reported on a monthly basis to Cal Tahoe with response statistics.

g. Contractor shall provide a process that recommends vehicle locations per criteria included in CAL TAHOE's System Status Management Plan (SSMP).

h. Syndromic Biosurveillance System

Contractor shall purchase and install a Syndromic Biosurveillance System. Should COUNTY decide to implement the Syndromic Biosurveillance System County-wide at some future date, COUNTY and CAL TAHOE will enter into discussions regarding the expansion and distributed costs of the expanded system.

i. Contractor shall demonstrate compliance with the State of California, Health

and Human Services Agency, Emergency Medical Services Authority, Emergency Medical Services Dispatch Program Guidelines identified as EMSA #132, as amended, which is hereby incorporated by reference as Attachment no. 1 to this Exhibit "A". For purposes of this section Contractor shall be considered the Emergency Medical Dispatch Provider Agency (EMD Provider Agency).

j. By legislative authority (California Government Code, section 53114.2) the Department of General Services, Telecommunications Division, has the authority to review and update technical and operational standards for public agency systems. The Department has created and updates the State of California 9-1-1 Operations Manual. Contractor shall demonstrate compliance with that portion of the Operations Manual which is attached and incorporated herein as Attachment no. 2 to this Exhibit "B". For purposes of this section Contractor shall be considered the Public Safety Answering Point (PSAP).

k. To the extent there are any inconsistencies between this Exhibit "A" and any attachments to this Exhibits the provisions of this Exhibit and not the attachments shall govern and take priority.

Sectoin II – Dispatch Data and Reporting Requirements

Contractor shall provide detailed operations, clinical and administrative data in a manner that facilitates its retrospective analysis as outlined below.

a.. Dispatch Computer

The dispatch computer supplied by Contractor shall be capable of the following:

- (1) Electronic data entry of every response on a real-time basis.
- (2) Prioritization of deployment planning, displaying calls received for runs pending, runs in progress, transfers scheduled up to 24 hours in advance, and status of ambulance resources available for service.
- (3) Immediate recall on any current, previous, or pre-scheduled run for inquiry by date, incident number, location or patient name.
- (4) Simultaneous and continuous printed logs of deployment.
- (5) Security features preventing unauthorized access or retrospective adjustment and full audit trail documentation.

b. Dispatch Data and Reporting

Contracator's electronic data system shall be capable of producing the following reports to be utilized in measuring response time compliance:

1. Emergency life threatening and non-life threatening response times by jurisdiction and by user definition per the Medical Priority Dispatch System.
2. Unscheduled non-emergency and scheduled non-emergency response times by jurisdiction and by user definition per the Medical Priority Dispatch System.
3. Out-of-chute response times by crew members.
4. Arrival-at-scene times.
5. Hospital turnaround times by crew members.
6. Emergency and non-emergency responses by hour and day.
7. Dispatch call processing response time reports.
8. Canceled run report.
9. Dry run report.
10. Demand analysis report showing calls by day of week, hour of day.
11. Problem hour assessment.
12. Call priority by hour and day.
13. Ambulance alert exception report (report of any delay between dispatcher's receipt of call and the dispatched request for service to the ambulance unit).

At a minimum, Contractor's electronic data system will provide the reports, features and capabilities documented in its Proposal submitted in response to Cal Tahoe's RFP.

In addition, Contractor's personnel shall fully complete a manual "dispatch card" approved by Cal Tahoe for each dispatch of an ambulance when the computer is inoperable. Contractor's personnel, following the resumption of normal service of the CAD system, shall enter manual dispatch cards into the CAD system.

c. Quality Assurance and Medical Control

Contractor's electronic data system shall be capable of capturing and reporting common data elements that are standard for the EMS industry and include the

data elements established by the National Association of EMS Directors. In addition, it is anticipated that the data system will be capable of reporting adherence to medical dispatch protocols, adherence to primary and secondary medical priority dispatch questioning, and provision of pre-arrival instruction.

Article III – Dispatch Personnel Requirements

Contractor shall provide Emergency Medical Dispatch (EMD) dispatcher(s) with the authority, expertise, and management skills to operate CAL TAHOE's System Status Management Plan including the following:

- a. Trained according to the COUNTY OF EL DORADO EMS Agency's adopted program of national standards, the National Highway Traffic Safety Administration (NHTSA): Emergency Medical Dispatch National Standard Curriculum.
- b. Utilize ProQA software for management of EMS resources through proper interrogation and situation assessment by the dispatcher and provide patient care through the delivery of post-dispatch/pre-arrival instructions to assist the patient until prehospital care providers arrive at the scene.
- c. Utilize AQUA for performance evaluation of EMD.
- d. Maintain and keep current EMD staff certifications.
- e. Provide staff orientation to the emergency medical services system.
- f. Maintain continuing education requirements.
- g. Provide resource management.
- h. Provide operational plan management.
- i. Manage 9-1-1 non-urgent requests for service.
- j. Manage critical care transport requests for service.

Article IV – Record of Dispatch Call

Upon request of Cal Tahoe, Contractor shall provide from Dispatch Center digitally recorded copies of calls for quality assurance purposes. Recordings shall be delivered to Cal Tahoe within five business days from receipt of written, including email, request to Contractor.

Schedule B

COMPENSATION SCHEDULE AND TIMELINE

Method of Payment. Consultant City shall submit monthly billings to CTESOA describing the work performed during the preceding month. Consultant City's invoices shall include a brief description of the services performed, the date the services were performed, and the number of hours spent and by whom. CTESOA shall remit one-twelfth (1/12) of the annual compensation described in Section 3 of this Agreement no later than 30 days after receipt of the invoice.

Year	Annual Rate	Monthly Payment
1	250,000.00	20833.33
2	257,500.00	21458.33
3	265,225.00	22102.08
4	273,181.75	22765.15
5	281,377.20	23448.10

THIS GROUND TRANSPORTATION AGREEMENT (the “**Agreement**”) is made and entered into as of the date set forth on the signature page hereto (the “**Effective Date**”) by and between **REACH Air Medical Services, LLC** (“**REACH**”) and [Enter Provider Name], the ground ambulance provider (“**Provider**”).

REACH operates an air ambulance transportation service and, from time to time, requires the assistance of ground ambulance services. Provider owns and operates a licensed ground ambulance service that provides emergency and non-emergency ambulance services. REACH desires to engage Provider to provide certain services, including ground transportation services to assist REACH in the transport of its crews and/or patients between medical facilities and airports or helipads, and Provider desires to accept such an engagement. This Agreement supersedes and replaces any existing ground transportation agreement between the parties, with respect to Ground Transport Services (as defined below) occurring after the Effective Date.

NOW THEREFORE, in consideration of the mutual terms and conditions set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Ground Transport Services and Payment. Provider will provide certain services to REACH and/or its patients, including without limitation ground ambulance transportation services, as designated in Exhibit A (the “**Ground Transport Services**”). This Agreement is non-exclusive for both parties.

(a) REACH will compensate Provider for performing the Ground Transport Services in accordance with the processes and terms set forth in Exhibit A.

(b) Provider agrees to reimburse REACH at fair market value for the services of its medical personnel during long distance extended transports (greater than 10 miles) according to the payment schedule in Exhibit A for all extended transports for which Provider receives payment.

2. No Requirement to Refer. It is expressly recognized by both parties to this Agreement that any compensation paid by any party to the other does not constitute payment for referring any patient to any party or purchasing, leasing, ordering, or arranging for the purchase, lease, or order of any good, service, item, or product for which payment may be made in whole or in part under Medicare or Medicaid. Neither party shall make or receive any payment that would be prohibited under state or federal law. Neither party will intentionally conduct itself under the terms of this Agreement in a manner to constitute a violation of the federal or any applicable state anti-kickback statute. In addition, there is no requirement that a party makes referrals to, be in a position to make or influence referrals to, or otherwise generates business for, the other party as a condition for receiving payment for services as provided herein.

3. Term and Termination. This Agreement shall have an initial term of one year, commencing on the Effective Date. This Agreement shall automatically renew for consecutive additional terms of one year each, with each such renewal term commencing on the day after the expiration of the then-current term. Either party may terminate this Agreement (i) immediately upon written notice for a breach by the other party or (ii) with 60 days advance written notice to the other party for any reason.

4. Representations and Covenants of Provider.

(a) Representations of Provider. Provider represents and warrants that it: (i) currently holds in good standing and shall continue to hold in good standing all licenses required to operate its business and to fully perform under this Agreement; (ii) is not excluded from participation in a health care program operated or financed in whole or in part by any federal, state, or local governmental agency; (iii) is not debarred from federal participation by any federal agency; and (iv) has not been convicted of civil or criminal fraud relating to the delivery of a health care item or service.

(b) Covenants of Provider. Provider shall provide all Ground Transport Services on a timely basis with properly certified ambulance crews and ambulances. In performing the Ground Transport Services, Provider shall comply with all applicable federal, state, county and local laws, orders, rules, ordinances, regulations, and codes, including all applicable federal and state fraud and abuse laws and rules.

(c) Insurance and Indemnification by Provider. Provider will maintain comprehensive automobile insurance, comprehensive general liability insurance, and professional liability insurance all in minimum amounts that are customary and usual within the medical transportation services industry and workers' compensation insurance in the statutory required amounts. Such insurance shall be verified by a certificate of insurance provided to the other party upon request. Provider shall indemnify, defend, and hold harmless REACH, its officers, owners, directors, shareholders, agents, representatives, affiliates and employees (the "**REACH Group**") for any and all liabilities, claims, obligations, costs, and expenses (including, without limitation, reasonable attorneys fees and expenses, and costs of litigation and settlement) which REACH Group may incur or suffer as a result of, arising out of, or in any way connected with (i) the Provider's noncompliance with any law, regulation, rule, order, or ordinance; or (ii) any negligent act or omission by the Provider of any of its obligations hereunder; or (iii) any act or omission by Provider outside the scope of, or in breach of, the terms of this Agreement. REACH shall notify Provider promptly of the existence of any such liability, claim, obligation, cost or expense.

(d) Warranty of Non-Exclusion. Provider represents and warrants to REACH that Provider, its officers, directors, and employees (i) are not currently excluded, debarred or otherwise ineligible to participate in the federal health care programs as defined in 42 U.S.C. § 1320a-7b(f) (the "federal healthcare programs"), (ii) have not been convicted of a criminal offense related to the provision of healthcare items or services but have not yet been excluded, debarred, or otherwise declared ineligible to participate in the federal healthcare programs, and (iii) are not, to the best of its knowledge, under investigation or otherwise aware of any circumstances which may result in Provider or any such individual being excluded from participation in the federal healthcare programs. This shall be an ongoing representation and warranty during the term of this agreement and Provider shall immediately notify REACH of any change in the status of the representations and warranty set forth in this section. Any breach of this section shall give REACH the right to terminate this agreement immediately for cause.

(e) Qualified Drivers. Provider shall provide ambulance drivers who are duly licensed as Emergency Medical Technicians - and qualified by the State of California, meet criteria approved by State EMS regulations, and have completed annual continuing education related to emergency vehicle operations (such as EVOC, Smith System, etc). The driver shall be allowed to call out from a mission if he/she feels they are unable to operate the unit safely (such as due to weather conditions).

5. Representations and Covenants of REACH.

(a) Representations of REACH. REACH represents and warrants that it: (i) currently holds in good standing and shall continue to hold in good standing all licenses required to operate **air ambulance services** and to fully perform under this Agreement; (ii) is not excluded from participation in a health care program operated or financed in whole or in part by any federal, state, or local governmental

agency; (iii) is not debarred from federal participation by any federal agency; and (iv) has not been convicted of civil or criminal fraud relating to the delivery of a health care item or service.

(b) Insurance and Indemnification by REACH. REACH will maintain comprehensive aircraft insurance, comprehensive general liability insurance, and professional liability insurance all in minimum amounts that are customary and usual within the medical transportation services industry and workers' compensation insurance in the statutory required amounts. Such insurance shall be verified by a certificate of insurance provided to the other party upon request. REACH shall indemnify, defend, and hold harmless the Provider, its officers, directors, shareholders, agents, representatives, affiliates and employees (the "**Provider Group**") for any and all liabilities, claims, obligations, costs and expenses (including, without limitation, reasonable attorneys fees and expenses, and costs of litigation and settlement) which the Provider Group may incur or suffer as a result of, arising out of, or in any way connected with (i) REACH's noncompliance with any law, regulation, rule, order, or ordinance; or (ii) any negligent act or omission by REACH of any of its obligations hereunder; or (iii) any act or omission by REACH outside the scope of, or in breach of, the terms of this Agreement. Provider shall notify REACH promptly of the existence of any such liability, claim, obligation, cost or expense.

6. General Provisions.

(a) Independent Contractor. In undertaking to perform the Ground Transport Services, Provider is doing so as an independent contractor, and not as an employee or agent of REACH. This Agreement in no way creates any type of employment, partnership, joint venture or other relationship between the parties, other than that of independent contractors. Each party will have exclusive control of its own management, assets, and affairs. Neither party assumes any liability, by virtue of this Agreement, for any debts or other obligations incurred by the other party to this Agreement. No party shall represent itself as an agent of the other party.

(b) Confidential Information. The parties recognize that each party may have access to certain information owned by the other, which information is of a confidential or trade secret nature and which has great value to the party who owns the information. Neither party will disclose to a third party any confidential or proprietary information or trade secret information obtained by such party from the other, except as otherwise required by law or upon the prior written consent of the other party. In addition, the parties agree to comply with the standards for personal health information contained in federal and state statutes and regulations, including, without limitation, the Health Insurance Portability and Accountability Act of 1996 ("**HIPAA**") and any regulations in effect that are promulgated pursuant to HIPAA, including, as applicable, the HIPAA privacy and security regulations found at 45 C.F.R. Parts 160 and 164, the Health Information Technology for Economic & Clinical Health Act ("**HITECH**") contained within the American Recovery & Reinvestment Act of 2009 ("**ARRA**").

(c) Entire Agreement; Amendment; Waiver; Assignment. This Agreement and all exhibits hereto supersede all previous agreements, letters of intent and other writings, and all previous oral representations, and constitute the entire Agreement between REACH and Provider, with respect to the subject matter hereof. This Agreement may not be amended or modified in any way except in writing and executed by both parties hereto. Any waiver by a party of any breach of any provision contained herein or any breach thereof shall not constitute a waiver of any other provision or any further subsequent breach hereof. This Agreement may not be assigned by either party without the express written consent of the other party hereto. Provider shall not subcontract any of the Ground Transport Services to any other company or individual.

(d) Modification of Agreement to Comply with Law. In the event of the subsequent passage of any law (state or federal), promulgation of any regulation by a governmental agency or authority, issuance of any ruling or interpretation of any statute or regulation by any governmental agency having jurisdiction over the subject matter, or the decision or interpretation of any court of competent jurisdiction, governmental agency or board which would render any provision hereof violative of any federal or state law or regulation or otherwise thwart the purpose of this Agreement, the parties agree to negotiate in good faith a modification hereto as may be reasonably necessary to avoid such violation or bring this Agreement into compliance with such law, regulation, ruling or decision or interpretation. If the parties are unable to agree upon such modification within 30 days of the commencement of negotiations (or such earlier date as may be necessary to avoid any penalty, fine or adverse action to either party), either party shall have the right to terminate this Agreement effective upon the earlier of the giving of 30 days prior written notice or the date immediately prior to which either REACH or Provider would be subjected to a fine, penalty or other material adverse action.

(e) Severability. In the event any provision of this Agreement is held to be invalid, illegal, or unenforceable, then the invalidity, illegality, or unenforceability of such specific provision herein shall not be held to invalidate any other provision herein which other provisions shall remain in force and effect unless the removal of the invalid, illegal, or unenforceable provision destroys the legitimate purposes of this Agreement, in which event this Agreement shall be null and void.

(f) Federal Government Access. If this Agreement shall be deemed to be subject to the disclosure requirements of Section 952 of the Omnibus Reconciliation Act of 1980, 42 U.S.C. § 1395x(v)(1)(I), and the regulations promulgated thereunder, 42 C.F.R. § 420, Subpart D, Provider shall, until the expiration of four years after the furnishing of the Ground Transport Services, make available, upon proper request, to the Secretary of Health and Human Services, and to the Comptroller General of the United States, or any of their duly authorized representatives, this Agreement and the books, documents, and records of Provider that are necessary to certify the nature and extent of the costs of the Ground Transport Services.

(g) Non-Discrimination. The parties to this Agreement shall comply with Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act (ADA) of 1990, and any other applicable federal or state laws regarding discrimination based on gender, race, national origin, age, religion, pregnancy status, military status, sexual preference, or persons with disability.

(h) Notices. All notices, demands and other communications to be given or delivered under or by reason of the provisions of this Agreement shall be in writing and shall be deemed to have been given (i) when personally delivered or sent by telecopy or electronic mail (with hard copy to follow), or (ii) one (1) day after being sent by reputable overnight express courier (charges prepaid), or (iii) five (5) days following mailing by certified or registered mail, postage prepaid and return receipt requested. Unless another address is specified in writing, notices, demands and communications to the parties shall be sent to the addresses set forth on the signature page hereto.

(i) Governing Law. This Agreement shall be governed in all respects by, and construed in accordance with, the laws of the state in which the services are provided (see Exhibit A).

(j) Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

(k) Change in Circumstance. During the term of this agreement, including any extension or renewals hereof, which results in material change in the cost of providing the Services or has a material impact on the ability of a party to provide the Services herein - either party may request a renegotiation of fees, temporarily suspend the obligations hereunder, or terminate this Agreement immediately should any of the following occur: (i) any agency denies or revokes licensure critical to performance of the Services, (ii) prohibitive federal, state, or local law or regulation be enacted, (iii) any agency or government entity denies or revokes ability of REACH to bill and/or collect payment for the Patient Transportation Services, (iv) any limiting or prohibitive decree or order of any administrative agency be entered, or (iv) if other limiting or prohibitive circumstances should occur.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers and representatives as of the _____ day of _____, 2019.

PROVIDER ACKNOWLEDGES THAT IT HAS REVIEWED THE REACH BUSINESS CODE OF CONDUCT AND COMPLIANCE HANDBOOK AND AGREES THAT COMPLIANCE THEREWITH IS A CONDITION OF THIS AGREEMENT.

REACH Air Medical Services, LLC

By: _____

Name: Anna Blair

Title: VP Service Delivery

E-mail: anna.blair@reachair.com

Address: 8880 Cal Center Drive Suite 125,
Sacramento, CA 95826

**California Tahoe Emergency Services Operations
Authority**

By: _____


Name: Ryan Wagoner

Title: Executive Director

E-mail: ryancaljpa@gmail.com

Address: P.O. Box 8917 South Lake Tahoe, Ca
96150

Attachments: (1) Exhibit A (Ground Transport Services and Payment)
(2) REACH Business Code of Conduct and Compliance Handbook

Exhibit A
Ground Transport Services and Payment

Service Locations included in Agreement are: [El Dorado County], California

Ground Transport Service

Provider provides one or more of the following Ground Transport Services in the Service Area:

Payment

- | | |
|--|---|
| 1. <u>One way trip for REACH medical personnel only:</u> Transport REACH medical personnel (without a patient) to or from an LZ/airport or medical facilities | \$ <u>208.00</u> , plus \$9.28 for each actual transport mile over 10 miles (<u>Section A</u>) |
| 2. <u>One way extended trip (greater than 10 miles) for REACH medical personnel with patient:</u> Transport REACH medical personnel and patient to or from an LZ/airport or medical facilities, using an EMT-Basic driver to staff a ground ambulance. Provider will be responsible for billing the patient and/or third party payors. | \$ <u>341.00</u> , plus \$9.28 for each actual patient transport mile, whichever Provider decides to invoice (<u>Section B</u>) |

Note - Provider will reimburse REACH for the services of its medical personnel for extended patient transports (greater than 10 miles).

Provider will compensate REACH as follows:
\$88.00/hour, for Flight Crew

- A. Ground Transport Service #1 - **(REACH as Primary Payor)** One way trip for REACH medical personnel only. REACH shall pay Provider for Ground Transport Services 3 above at the rates set forth above within 30 days after an invoice and appropriate documentation is submitted to REACH Services.
- B. Ground Transport Services #2 - **(REACH as Payor of Last Resort)** One way extended trip (greater than 10 miles) for REACH medical personnel with patient. Except as provided herein, REACH is not guarantor of payment.
- 1) Provider shall bill patients or their third party payors (including governmental payors) for Ground Transport Services 2 above in accordance with all applicable local, state and federal rules and regulations and the rules of any applicable third party payor.
 - 2) REACH will provide patient information to Provider promptly upon request, if necessary for Provider to seek payment for its services.
 - 3) As the payor of last resort, REACH shall be financially responsible if: (i) the applicable patient is without third party coverage or other means of payment for Ground Transport Services 2 above; or (ii) the patient's Ground Transport Services 2 above were requested by REACH, but are denied coverage by any payor based on medical necessity grounds or other grounds.
 - 4) For all extended trips where REACH is not financially responsible, Provider will compensate REACH for the services of its medical personnel who provide patient care during extended trips.
 - 5) Provider shall reimburse REACH for the services of its medical personnel for extended patient transports (greater than 10 miles) for all trips where Provider receives payment from the patient or a third party.