

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS
OF INLAND COUNTIES EMERGENCY MEDICAL AGENCY
AND RECORD OF ACTION**

June 11, 2024

FROM

LUTHER SNOKE, Chief Executive Officer, County Administrative Office

SUBJECT

2024-25 Budget for Inland Counties Emergency Medical Agency

RECOMMENDATION(S)

Acting as the governing body of the Inland Counties Emergency Medical Agency:

1. Conduct a public hearing on Inland Counties Emergency Medical Agency's 2024-25 Recommended Budget.
2. Adopt **Resolution No. 2024-80** to approve and adopt:
 - a. Inland Counties Emergency Medical Agency's 2024-25 Recommended Budget, including appropriation, operating transfers out, contributions to reserves, available reserves and budgeted staffing, and authorization for adjustments for final fund balance listed on Attachment A.
 - b. Any changes to the Recommended Budget that the Board of Directors may direct.
 - i. In the event that the Board of Directors makes any additions or deletions to the Budget after the public hearing, and the items were not proposed in writing and filed with the Secretary of the Board of Directors before the close of the public hearing, a 4/5 vote of the Board of Directors is required.

(Presenter: Daniel Muñoz, Interim EMS Administrator, 388-5807)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). Inland Counties Emergency Medical Agency's (ICEMA) 2024-25 Recommended Budget, as presented in the Recommended Budget Book (sometimes referred to as the Budget Book), includes Requirements of \$8.0 million and budgeted staffing of 19 positions.

BACKGROUND INFORMATION

ICEMA is the local Emergency Medical Services (EMS) agency for the Counties of San Bernardino, Inyo, and Mono. ICEMA is tasked with ensuring an effective system of quality patient care and coordinated emergency medical response is in place by planning, implementing, and evaluating an effective EMS system, including prehospital providers, specialty care hospitals, and hospitals.

The 2024-25 Recommended Budget Summary below reflects the major programs included in the ICEMA budget and the proposed budgetary changes:

**2024-25 Budget for Inland Counties Emergency Medical Agency
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Budget Book Group	2023-24 Modified	2024-25 Recommended	Change
ICEMA	\$5,313,244	\$5,758,988	\$445,744
ICEMA Consolidated Special Revenue Funds	\$1,913,521	\$2,217,716	\$304,195
Total Requirements	\$7,226,765	\$7,976,704	\$749,939
Budgeted Staffing	20	19	(1)

Total budgeted Requirements of \$8.0 million reflect a net \$749,939 increase from the prior year are primarily associated with the Cloud hosting migration of Image Trend to provide additional services and improved system reliability. These increase impact both, ICEMA's primary budget unit (an increase of \$445,744), and ICEMA Consolidated Special Revenue Funds (an increase of \$304,195).

Total Budgeted Staffing of 19 for 2024-25 includes the following changes:

- Addition of one new Applications Specialist to implement new system features, monitor and analyze EMS system data, and act as a source of system redundancy.
- Deletion of two contract positions:
 - One Contract EMS Coordinator
 - One Contract EMS Technical Consultant
- Reclassification of one existing position (Position No. 02962) from Office Assistant III to Office Specialist, to better align each position with its assigned tasks and responsibilities.

Recommendation No. 1 calls for the public hearing for the 2024-25 Recommended Budget for ICEMA, as required by Government Code Sections 29080 and 29081. Prior to adopting ICEMA's 2024-25 Budget, a notice was published on May 22, May 23, and May 28, 2024, setting the date of the public hearing for the purpose of making a determination regarding the Recommended Budget. The Recommended Budget documents were made available to the public on May 21, 2024, and the public hearing occurs at least 10 days after the documents were made available. The notice further sets forth that any member of the general public may appear at the public hearing and be heard regarding any proposal for revision to the Recommended Budget.

The public hearing is designed to discuss and implement any direction or changes to the Recommended Budget. Any requests for increases, decreases, or omission of any item in the budget or inclusion of any additional items shall not be made after the public hearing, unless the items were proposed in writing and filed with the Secretary of the Board of Directors (Board) before the close of the public hearing or unless approved by the Board by 4/5 vote.

Recommendation No. 2 adopts/approves ICEMA's 2024-25 budget, including appropriation, contributions to reserves, available reserves, budgeted staffing, and authorization for adjustments for final fund balance. Attachment A lists the 2024-25 Recommended Budget for appropriation, contributions to reserves, operating transfers out, available reserves, and budgeted staffing totals based on headcounts. The Recommended Budget, including Attachment A, satisfies the requirements set forth in Government Code Section 29089.

PROCUREMENT

Not applicable.

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REVIEW BY OTHERS

This item has been reviewed by Human Resources (Gina King, Assistant Director, 387-5571) on May 13, 2024; County Counsel (John Tubbs II, Deputy County Counsel, 387-5455) on May 15, 2024; Finance (Carl Lofton, Administrative Analyst, 387-5404) on May 21, 2024; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 24, 2024. This item has also been coordinated with the Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Chief Deputy Controller, 382-3195) on May 22, 2024.

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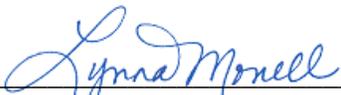
Record of Action of the Board of Directors
Inland Counties Emergency Medical Agency (ICEMA)

Hearing Opened
Public Comment: None
Hearing Closed

APPROVED

Moved: Curt Hagman Seconded: Joe Baca, Jr.
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, SECRETARY

BY 
DATED: June 11, 2024



cc: File - JPA/ICEMA w/ attachments
JLL 06/17/2024