BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name:	Public Health
Department No.:	041
For Agenda Of:	January 18, 2011
Placement:	Administrative
Estimated Tme:	
Continued Item:	No
If Yes, date from:	
Vote Required:	Majority

TO:	Board of Supervisors	
FROM:	Department Director(s)	Takashi Wada, MD, MPH, Director and Health Officer Public Health Department
	Contact Info:	Nancy Lapolla, MPH, Director, Emergency Medical Services (EMS) Agency
SUBJECT:	**Professional Services Agreement, Contractor on Payroll, Subject to Retirement for Brian J. Hart**	

County Counsel Concurrence	**Auditor-Controller Concurrence**
As to form: Yes	As to form: Yes

Other Concurrence: Risk Management & HR CEO
As to form: Yes

Recommended Actions:

That the Board of Supervisors:

Consider recommendations regarding Professional Services Contracts for Brian J. Hart as follows:

a) Approve and authorize the Chair to execute an Agreement for Contractor on Payroll, Subject to Retirement with Brian J. Hart (a local vendor), to provide IT Computer Systems Specialist services for the Public Health Department's Emergency Medical Services (EMS) Agency for the period January 21, 2011 through January 20, 2012 in an amount not to exceed $74,818 in salary.

Summary Text:

The County and American Medical Response West (AMR) are parties to an Agreement which requires AMR to provide a local computer server in the Public Health Department for the data backup of all EMS Electronic Patient Care Records (EPCR) and to maintain the system through the provision of a dedicated, AMR funded, technical support person. The PHD has received the computer server and approval of this item will provide a 1.0 FTE Information Technology Systems Specialist II, to maintain the system, ensure data is received from multiple sources, troubleshoot data transmission errors, provide performance data and assist in the training of EPCR users.

The Contractor on Payroll Agreement for Brian J. Hart was reviewed and approved by CEO/Human Resources and meets the criteria set forth in the County policy on Contractors on Payroll.

Background:

Santa Barbara County EMS policy requires a paramedic to complete a Prehospital Care Report (PCR) on every emergency response where a patient is assessed. In January 2005, the County entered into an Agreement with AMR for emergency and non-emergency paramedic transport services. In that Agreement AMR is required to provide an Electronic Patient Care Report (EPCR) system and make it available to all Santa Barbara County EMS system participants. Additionally, AMR is required to provide a local computer server to provide data backup of all EPCR information and maintain the system through the provision of a dedicated AMR funded, technical support person. The EPCR system is used for documentation of patient medical records, continuous quality improvement, and aggregate data reporting as specified in Santa Barbara EMS policy 701 and the California Health and Safety Code 1798.

Mr. Hart's duties for the stated contract period will include: monitoring the central data server to ensure that data is received from multiple sources; perform periodic system checks; troubleshoot data transmission errors; analyze data from various sources; create reports for all agencies; train and assist system users with data entry and performance data management; work with various IT professionals from partner organizations in the event of system input outages, such as computer failure or connectivity failure; and work with all EMS providers to ensure compatibility with EMS Agency EPCR requirements and policies.

Performance Measure:

Ensure that the EMS System meets or exceeds 92% of the 121 California EMS Authority Standards and Guidelines and ensure that 90% of the response times of the County's Advanced Life Support (ALS) providers are compliant in each of the seven EMS zones. This includes the ambulance contractor, AMR, and the ALS fire departments.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

This Agreement with Brian J. Hart is funded by the American Medical Response West (AMR) contract which specifically includes this contract deliverable. The costs associated with this contract are as follows: $74,818 for contractor's salary, $3,644 for benefits, $19,269 for retirement, and $19,497 for various services and supplies and departmental indirect; for a grand total cost of $117,228. Upon approval of this item, PHD will return to your Board with any necessary budget revisions. The amount for Fiscal Year 2010-11 is $49,596 and will be included as part of the adjusted Public Health Department Fiscal Year 2010-11 budget. The amount for Fiscal Year 2011-12 is $67,632 and will be part of the Public Health Department's recommended budget submission. The allotment will be included in the EMS cost center of the Community Health Division of the Public Health Department shown on page D-220 of the County's Operating Plan Document.

There is no increase in the use of the County's General Fund resources as a result of executing this Agreement.

This action will not result in a need for additional facilities.

Staffing Impacts:

Legal Positions:	FTEs:
0	1

Special Instructions:

Please return two fully executed originals along with a copy of the minute order to PHD Contracts Unit, 300 North San Antonio Road, Building 8, Santa Barbara, CA 93110 Attn: Rose Davis (805) 681- 5107.

Attachments:

Agreement for Professional Services of Contractor On Payroll Subject To Retirement between County of Santa Barbara and Brian J. Hart

Letter from AMR - EMS IT AMR Position Funding12-16-10

Authored by:

John Eaglesham, EMS Agency Contract and Compliance Coordinator