

JPA MEMBERS BEING SERVED:

ALPINE FIRE PROTECTION DISTRICT  
BONITA FIRE PROTECTION DISTRICT  
EL CAJON FIRE DEPARTMENT  
LA MESA FIRE DEPARTMENT  
LAKESIDE FIRE PROTECTION DISTRICT  
LEMON GROVE FIRE DEPARTMENT  
SAN MIGUEL FIRE PROTECTION DISTRICT  
SANTEE FIRE DEPARTMENT  
VIEJAS FIRE DEPARTMENT



ALSO SERVING  
BARONA FIRE PROTECTION DISTRICT  
SYCUAN FIRE DEPARTMENT

**HEARTLAND COMMUNICATIONS FACILITY AUTHORITY  
BOARD OF CHIEFS REGULAR MEETING AGENDA  
TUESDAY, MAY 7, 2024 – 08:00 A.M.  
Location: HCFA Classroom  
100 E Lexington Avenue El Cajon, CA. 92020**

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**AGENDA**

- Call To Order\Roll Call
- Pledge Of Allegiance
- Postings: The Secretary posted the agenda for the May 7, 2024 regular meeting in accordance with State Law and agency policy.
- Approval of the Agenda
- Public Comment: State Law prohibits taking action or discussing any item not on the posted agenda. The Board of Chiefs may briefly respond to statements or questions by persons exercising their public testimony rights. If appropriate, a matter of business may be placed on a future Agenda.

**AWARDS AND PRESENTATIONS:**

- Introduction of 2 new HCFA Team Members, Fire Communications Dispatcher Trainees; Adrianna Martinez and Michelle Asker

**CONSENT AGENDA ITEMS:**

*\* Information Attached*

*All item(s) listed under the Consent Agenda are considered routine and will be enacted in one motion. There will be no separate discussion of these items prior to the Board of Chiefs action on the motion, unless member(s) of the Board of Chiefs, staff or public request specific items are removed from the Consent Calendar.*

1. Approval of the Regular Minutes from the HCFA BOC Meeting held March 5, 2024\*
2. FY24 Period 8 Financial Update\*

### **ACTION ITEMS:**

3. POSITION CLASSIFICATION CHANGE FOR SENIOR GIS ANALYST TO MANAGEMENT ANALYST\*  
HCFA Executive Director, Jeff Logan to report on the reclassification of HCFA Senior GIS Analyst to the position of Management Analyst
4. FINAL REVIEW DRAFT FY25 BUDGET\*  
HCFA Executive Director, Jeff Logan to review the FY25 Budgets and seek support to move forward with a recommendation to our HCFA Commission to approve the FY25 General, CIP and Grant budgets as presented, with any agreed changes by the BOC, at their May 23, 2024 regular meeting.
5. HCFA LEGAL REPRESENTATION CHANGE\*  
HCFA Executive Director, Jeff Logan to report on the need to replace one of our legal counsels with a new law firm and take the recommendation to the Commission meeting for approval.
6. PROPOSED EXPANSION OF NURSE NAVIGATOR PROGRAM FROM CITY OF EL CAJON TO CENTRAL ZONE\*  
HCFA Executive Director, Jeff Logan to open discussion on the proposed expansion of the Nurse Navigator Program.

### **INFORMATIONAL ITEMS:**

7. CURRENT UPDATE ON HEARTLAND COMMUNICATIONS  
HCFA Executive Director Jeff Logan reports on current status at HCFA
  - CAL NENA 9-1-1 Goes to Sacramento
  - Central Zone VHF Project Update
  - HCFA Remodel Update

### **REPORTS**

Chair, Board of Chiefs  
Fire Chiefs  
Executive Director of Communications  
HCFA JPA Treasurer  
Administrative Coordinator

### **NEXT MEETING:**

The next Regular meeting of the HCFA Board of Chiefs is scheduled for Tuesday, July 2, 2024 at 8:00 AM. Location: HCFA Classroom – 100 E Lexington Avenue, El Cajon, CA. 92020

### **ADJOURN**



## HEARTLAND COMMUNICATIONS FACILITY AUTHORITY

Santee Fire Chief Matsushita was appointed as the Central Zone Chiefs Liaison to the Central Zone EMS Committee.

Consent item # 2 was approved as presented.

Approved unanimously by all Fire Chiefs present

### **ACTION ITEMS:**

#### 3. PRELIMINARY FY25 BUDGET OVERVIEW

HCFA Executive Director, Jeff Logan opens discussion with a Power Point presentation on the preparation and recommendations identified in the draft FY25 HCFA (General and CIP) budgets.

The focus on FY25 General Budget were two items:

- a) Review the way the Cost per Call (CPC) are accounted for to fund the General and CIP budgets currently, \$55.90 CPC for Membership Fees to our General, and \$5.00 CPC to our CIP.

The recommendation is to approve a funding change that combines the General CPC with CIP CPC contribution. With the combining of CPC's directly to the General fund, it would allow the increased cost of salaries, benefits and operational increase to be funded with no cost increase to the Member Agencies.

The recommendation is to have FY25 be the transition period as we move to a long-term plan on distribution of revenue with the priority of funding the General Fund with an allocation of funds to the CIP after all financial obligations have been satisfied in the fiscal year.

- b) Recommendation of a new classification in HCFA Staff, to add a Management Analyst  
Executive Director, Jeff Logan reviews the current reporting needs of all our agencies. The options are HCFA to fund this position at \$125K - \$150K, hold off making this an internal staff position this year and contract out, or reclass an existing HCFA position of our Senior GIS Analyst and combine it with the Data Analyst. The increase to the budget is estimated to be \$20K to \$30K.

Motion by Butz, seconded by Boggeln to approve both a) and b) recommendations and present to the HCFA Commission at their May 23, 2024 meeting for their approval

Approved unanimously by all Fire Chiefs present

### **INFORMATIONAL ITEMS:**

#### 4. CURRENT UPDATE ON HEARTLAND COMMUNICATIONS

HCFA Executive Director Jeff Logan reports on current status at HCFA

## HEARTLAND COMMUNICATIONS FACILITY AUTHORITY

**CONSENT ITEM: 1**  
**MEETING DATE: 05/07/2024**

- NPSTW April 14 – 20, 2024  
Executive Director, Jeff Logan reports that the week of April 14<sup>th</sup> – 20<sup>th</sup> is the annual celebration of National Public Safety Telecommunications Week. This year there was an internal working group that has planned a theme on 1990's Homecoming. He will email all the specifics of the week to the BOC.
- Medical Director Update  
The Medical Director's contract has no change into FY25. If there are any issues please make sure to inform Fire Chief Matsushita, Central Zone Chiefs Liaison to the Central Zone EMS Section.
- CAL NENA 9-1-1 Goes to Sacramento  
Executive Director, Jeff Logan reports that several staff members will be going to the Cal NENA 9-1-1 Conference and participate in the State legislative process. Operations Manager, Kristan Johnson went to the National NENA to see how our legislation is working on getting dispatchers reclassified as Public Safety employees.
- Central Zone VHF Project Update  
The project is on track and are currently working doing evaluations on our VHF Sites.
- HCFA Remodel Update  
There has been no real movement, however the City of El Cajon and their architect met with HCFA staff for a preliminary overview.

### **REPORTS**


None

### **NEXT MEETING:**

The next Regular meeting of the HCFA Board of Chiefs is scheduled for Tuesday, May 7, 2024 at 8:00 AM. Location: HCFA Classroom – 100 E Lexington Avenue, El Cajon, CA. 92020

### **ADJOURNED**

9:02 AM



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Valerie Nellis  
HCFA Administrative Coordinator

# HEARTLAND COMMUNICATIONS FACILITY AUTHORITY



## M E M O R A N D U M

DATE: May 7, 2024  
 TO: Board of Chiefs  
 Jeff Logan, Executive Director  
 FROM: Clay Schoen, Controller/Treasurer  
 SUBJECT: FY24 Period 8 Financial Update

The following information is presented in summary form and is provided as an informational item in advance of the regularly scheduled Board of Chiefs meetings. It is intended to supplement the typical full financial package prepared for the Agency's Commission meetings however, additional information can be provided upon request.

Financial Status as of February 29, 2024 (Unaudited)

**General Fund**

	Budget \$	Actual \$	Remaining \$	Remaining %
Revenue*	3,724,491	3,210,403	514,088	13.8
Expenditure	3,894,763	2,542,534	1,352,229	34.7

**Special Revenue**

	Budget \$	Actual \$	Remaining \$	Remaining %
Revenue*	875,000	90,071	784,929	89.7
Expenditure	875,000	29,661	845,339	96.6

**Capital Improvement Fund**

	Budget \$	Actual \$	Remaining \$	Remaining %
Revenue*	447,508	317,467	130,041	29.1
Expenditure	2,441,260	7,935	2,433,325	99.7

**HEARTLAND COMMUNICATIONS FACILITY AUTHORITY**

**AGENDA ITEM: #3**  
**MEETING DATE: 05/07/2024**

**AGENDA REPORT**

**DATE:** MAY 07, 2024  
**TO:** HCFA BOARD OF CHIEFS  
**FROM:** HCFA EXECUTIVE DIRECTOR JEFF LOGAN  
**SUBJECT:** POSITION RECLASSIFICATION TO MANAGEMENT ANALYST

**RECOMMENDATION:**

1. That the HCFA BOC accept the recommendation to reclassify position of Senior GIS Analyst to the position of Management Analyst;
2. That the HCFA BOC approve HCFA Executive Director to present recommended reclassification to the HCFA Commission for final approval during the regularly scheduled Commission Meeting on May 23,2024.

**BACKGROUND:**

As the need for data and analytics continues to be in more demand, HCFA has never had a qualified position identified to assist on these specific needs. The member agencies of the JPA and our contract agencies have been able to benefit from reporting programs such as Intterra for CAD and Incident response data. Over time we have started to learn about the limitations of relying on a 3<sup>rd</sup> party program as our only source of reporting and accessing data.

At the request of the BOC, the HCFA Executive Director reviewed options to provide more opportunity to leverage data for key decision making for both operational needs and financial needs.

During the regularly scheduled meeting of the HCFA BOC held on March 7, 2024, Executive Director Jeff Logan provided options for HCFA to provide these services.

Of the options provided, the direction of the HCFA BOC was to move forward with the recommendation to reclassify the Senior GIS Analyst to a position of Management Analyst with a focus of both analytics as well as GIS responsibilities.

This staff report is formalizing the direction of the HCFA BOC to bring forward in accordance with the proposed FY 25 budget to the HCFA Commission.

**FISCAL IMPACT:**

There will be no Increase in category of Salaries and Benefits due to the position re-class is in the draft FY25 budget.

**PREPARED BY:** Executive Director, Jeff Logan 

**APPROVED BY:** Executive Director, Jeff Logan 

# HEARTLAND COMMUNICATIONS FACILITY AUTHORITY

**AGENDA ITEM: #4**  
**MEETING DATE: 05/07/2024**

## AGENDA REPORT

**DATE:** MAY 07, 2024  
**TO:** HCFA BOARD OF CHIEFS  
**FROM:** HCFA EXECUTIVE DIRECTOR JEFF LOGAN  
**SUBJECT:** HCFA FY25 BUDGETS; GENERAL, CIP & GRANT

### RECOMMENDATION:

1. That the HCFA BOC approve the recommendation to present the HCFA FY25 Draft General, CIP and Grant Budgets, presented today, as Preliminary FY25 Budgets for adoption at the regularly scheduled HCFA Commission Meeting to be held on Thursday, May 23, 2024.

### BACKGROUND:

On March 5, 2024, at the Regular BOC Meeting, HCFA Executive Director, Jeff Logan reported that he had been working with Staff since January preparing the HCFA FY25 General, CIP and Grant budgets. He compiled a presentation showing his recommendations identified during the process.

The focus on FY25 General Budget were two items:

- a) Review the way the Cost per Call (CPC) are accounted for to fund the General and CIP budgets currently, \$55.90 CPC for Membership Fees to our General, and \$5.00 CPC to our CIP.

The recommendation is to approve a funding change that combines the General CPC with CIP CPC contribution. With the combining of CPC's directly to the General fund, it would allow the increased cost of salaries, benefits and operational increase to be funded with no cost increase to the Member Agencies.

The recommendation is to have FY25 be the transition period as we move to a long-term plan on distribution of revenue with the priority of funding the General Fund with an allocation of funds to the CIP after all financial obligations have been satisfied in the fiscal year.

In addition to what was discussed during the BOC meeting in March, the draft budget was reviewed with the MAC group on April 11, 2024. This draft budget does not show any significant changes from what was presented at both previous meetings.

The following documents to support this recommendation are; FY25 Draft General Fund Summary Overview, FY25 Draft Member Assessments & estimated FY25 Contract Service Fees and the FY25 Draft Grant Budget

**PREPARED BY:** Administrative Coordinator, Valerie Nellis 

**APPROVED BY:** Executive Director, Jeff Logan 



**DRAFT HCFA FY 24/25 General Fund Budget Overview**

	<b>ADOPTED</b>	<b>Estimated Actual</b>	<b>24/25</b>	<b>Estimated FY 2/243 vs FY 24/25</b>
	<b>23/24</b>	<b>23/24</b>	<b>24/25</b>	<b>Estimated</b>
<b>Beginning Balance 24/25 Estimate (unaudited)</b>	<b>886,176</b>	<b>942,823</b>	<b>768,886</b>	<b>(173,937)</b>
<b>Revenues</b>				<b>% Change vs Estimated</b>
Member Agency Assessments @ <b>\$60.90</b>	3,652,953	3,652,953	3,995,040	9.36%
Contract Agency Fees @ <b>\$69.28</b>	60,038	60,038	79,326	32.13%
MISC Rev	3,500	3,500	3,500	0.00%
Interest	8,000	8,000	8,000	0.00%
<b>Total Revenues</b>	<b>3,724,491</b>	<b>3,724,491</b>	<b>4,085,866</b>	<b>9.70%</b>
<b>Expenditures</b>				
Salary/Benefits	2,980,743	2,980,743	3,200,410	7.37%
Operating Cost	807,647	807,647	862,806	6.83%
<b>Total Expenditures</b>	<b>3,788,390</b>	<b>3,788,390</b>	<b>4,063,216</b>	<b>7.25%</b>
<b>Revenues Over/(Under) Expenditures</b>	<b>-63,899</b>	<b>-63,899</b>	<b>22,650</b>	<b>-135.45%</b>
Contract Agency Fees & \$50K Transfer to CIP	-110,038	-110,038	0	-100.00%
Undesignated General Fund Reserve Transfer to CIP Fund	0	0	-288,652	
<b>Net Change</b>	<b>-173,937</b>	<b>-173,937</b>	<b>-266,002</b>	<b>52.93%</b>
Designated for Contingency - 10% Budget	378,839	378,839	406,322	7.25%
Emergency \$100K Membership Reserve	100,000	100,000	100,000	0.00%
GF Undesignated Reserves	233,400	290,047	-3,438	0.00%
<b>Estimated Fund Balance</b>	<b>712,239</b>	<b>768,886</b>	<b>\$ 502,884</b>	<b>-34.60%</b>

This years Draft FY25 General Budget is presented with a recommendation of a funding change that combines the CPC of \$55.90 plus the \$5.00 per incident CIP contribution. This transition period is recommended as we move toward a long term plan on distribution of revenue with a priority of funding the GF with a allocation of funds to the CIP after all financial obligations have been satisfied in the fiscal year.

# Heartland Communications Membership Dues

DRAFT FY25

Draft FY25		Calendar Year 2023 Incidents/Calls	% JPA Ownership	Dues FY25 @ \$55.90 CPC	CIP Contribution @ \$5 CPC	Combined GF & CIP		FY24 Cost	\$ Change	% Change
Agency	FY25 Total Operating & CIP									
ALPINE	1797	2.74%	\$100,452	\$8,985	\$109,437	\$105,113	\$4,323.90	4.11%		
BONITA	1611	2.46%	\$90,055	\$8,055	\$98,110	\$94,456	\$3,654.00	3.87%		
EL CAJON	17928	27.33%	\$1,002,175	\$89,640	\$1,091,815	\$1,098,271	-\$6,455.40	-0.59%		
LA MESA	9685	14.76%	\$541,392	\$48,425	\$589,817	\$552,302	\$37,514.40	6.79%		
LAKESIDE	7200	10.98%	\$402,480	\$36,000	\$438,480	\$462,292	-\$23,811.90	-5.15%		
LEMON GROVE	4614	7.03%	\$257,923	\$23,070	\$280,993	\$286,108	-\$5,115.60	-1.79%		
SAN MIGUEL	14642	22.32%	\$818,488	\$73,210	\$891,698	\$914,840	-\$23,142.00	-2.53%		
SANTEE	7384	11.26%	\$412,766	\$36,920	\$449,686	\$427,274	\$22,411.20	5.25%		
VIEJAS	739	1.13%	\$41,310	\$3,695	\$45,005	\$39,037	\$5,968.20	15.29%		
<b>TOTALS</b>	<b>65600</b>	<b>100.00%</b>	<b>\$3,667,040</b>	<b>\$328,000</b>	<b>\$3,995,040</b>	<b>\$3,979,693</b>	<b>\$15,346.80</b>	<b>0.39%</b>		

<b>Contract Revenue</b>	\$	<b>69.28</b>	<b>\$64.28 + \$5. = 69.28</b>
Barona	\$	533	36,926.24
Sycuan	\$	<u>612</u>	42,399.36
	\$	<u>1145</u>	<u>79,325.60</u>

**DRAFT HCFA FY 24/25 CIP Fund Budget Overview**

	<b>ADOPTED</b>	<b>Estimated Actual</b>	<b>DRAFT</b>	<b>Estimated FY 23/24 vs FY 24/25</b>
	<b>23/24</b>	<b>23/24</b>	<b>24/25</b>	<b>% Change vs Estimated</b>
<b>Beginning Balance 24/25 Estimate (unaudited)</b>	<b>4,353,238</b>	<b>4,496,341</b>	<b>4,780,589</b>	<b>6.32%</b>
<b>Revenues</b>	<b>23/24</b>	<b>23/24</b>	<b>24/25</b>	<b>\$ Change vs Estimated</b>
Interest	5,000	5,000	5,000	-
JPA Members Contribution @ \$5 ea. Incident	326,740	326,740	0	(326,740)
Contract Agencies @ \$5 ea. Incident	5,730	5,730	0	(5,730)
Transfer In from General Fund	110,038	110,038	0	(110,038)
*Transfer In From GF Undesignated Reserves	0	0	288,652	288,652
<b>Total Revenues</b>	<b>447,508</b>	<b>447,508</b>	<b>293,652</b>	<b>(153,856)</b>
<b>Expenditures</b>				
MISC Equipment	6,260	6,260	6,260	-
Equipment Replacement	16,000	16,000	16,000	-
Computers, Monitors, Ipad's	11,000	11,000	11,000	-
Software	130,000	130,000	130,000	-
HCFA Remodel Project	2,278,000	0	2,778,000	2,778,000
<b>Total Expenditures</b>	<b>2,441,260</b>	<b>163,260</b>	<b>2,941,260</b>	<b>2,778,000</b>
<b>Revenues Over/(Under) Expenditures</b>	<b>-1,993,752</b>	<b>284,248</b>	<b>-2,647,608</b>	<b>(2,931,856)</b>
<b>Net Change in Fund Balance</b>	<b>2,359,486</b>	<b>4,780,589</b>	<b>2,132,981</b>	<b>574,000</b>
<b>CIP Designated Reserves</b>	-	-	175,000	175,000
<b>Estimated Fund Balance</b>	<b>2,359,486</b>	<b>4,780,589</b>	<b>1,957,981</b>	<b>399,000</b>
				<b>-59.04%</b>

This Draft CIP Budget will be in transition to receive funds from the undesignated general fund reserves as our new process. The amount to be transferred in from the GF will be determined after all General Fund obligations are met.

DRAFT HCFA UASI Grant Budget FY 24/25

ACCOUNT LINE ITEM NUMBER	JUSTIFICATION FOR GRANT BUDGET BRIEF STATEMENTS & ESTIMATED AMOUNTS USED IN CALCULATING TOTALS FOR EACH LINE ITEM	FY 23/24 ADOPTED BUDGET	CHANGE		FY24/25 DRAFT BUDGET
			REQUESTED		
<b>8395</b>	<b>All Grant Revenues</b>	<b>875,000</b>	<b>-175,000</b>		<b>700,000</b>
1	UASI FY20 VHF Reimbursement Paid	100,000	-89,793		10,207
2	UASI FY20 VHF Residual Returned to UASI	0	-10,207		-10,207
3	UASI FY20 RCIP Reimbursement Paid	75,000	-75,000		0
	<b>TOTAL Grant (Reimbursement) Revenue</b>	<b>175,000</b>	<b>-175,000</b>		<b>700,000</b>

1  
2  
3

ACCOUNT LINE ITEM NUMBER	JUSTIFICATION FOR GRANT SOURCE BRIEF STATEMENTS & ESTIMATED AMOUNTS USED IN CALCULATING TOTALS FOR EACH LINE ITEM	FY 23/24 ADOPTED BUDGET	CHANGE		FY 24/25 DRAFT BUDGET
			REQUESTED		
<b>4631</b>	<b>Grant Expensed</b>	<b>\$875,000</b>	<b>-\$175,000</b>		<b>\$700,000</b>
1	UASI FY22 VHF Radio & Microwave Project	700,000	0		700,000
2	UASI FY22 VHF Study	100,000	-100,000		0
3	UASI FY20 RCIP	75,000	-75,000		0
	<b>TOTAL Grant Expenditures</b>	<b>875,000</b>	<b>-175,000</b>		<b>700,000</b>

1  
2  
3

Revenue

- 1 Amount Received
- 2 Residual - Returned to OES
- 3 Amount Received

Expense

- 1 Award Letter Received
- 2 \$89,793 Reimbursed \* Residual
- 3 Reimbursed by OES

**NOTE: Potential of \$350K additional VHF Project Funding**

Pending by HCFA Commission

# HEARTLAND COMMUNICATIONS FACILITY AUTHORITY

**AGENDA ITEM: #5**  
**MEETING DATE: 05/07/2024**

## AGENDA REPORT

**DATE:** MAY 07, 2024  
**TO:** HCFA BOARD OF CHIEFS  
**FROM:** HCFA EXECUTIVE DIRECTOR JEFF LOGAN  
**SUBJECT:** HCFA EXECUTIVE DIRECTOR TO SEEK APPROVAL FROM THE BOC TO ACCEPT THE RECOMMENDATION TO APPROVE THE ADDITION OF BEST BEST & KRIEGER AS LEGAL COUNSEL TO REPLACE SCHWARTZ, HYDE & GARFIELD

### RECOMMENDATION:

1. That the HCFA BOC accept the recommendation to appoint Best, Best & Krieger as one of our legal counsel to replace Schwartz, Hyde & Garfield, per HCFA Resolution #2024-1;
2. That the HCFA Commission allow HCFA Executive Director, Jeff Logan the ability to enter into an agreement with Best, Best & Krieger to represent and advise the BOC and Commission on business and other litigation per the Authority's JPA Agreement Section 3. F Attorney of the Authority;

### BACKGROUND:

HCFA has always had two law firms to represent and advise the Board of Chiefs and HCFA Commission on business and/or other litigation. Beginning 2024, we had representation (per previous approved Resolution # 2017-02 for JPA Legal Counsel) with Schwartz, Hyde & Garfield and Liebert Cassidy Whitmore (LCW).

HCFA was notified by Laurel Hyde, the last remaining counsel of Schwartz, Hyde & Garfield, she was retiring end of March 2024. HCFA would need to make arrangements for other counsel.

After reviewing several options, HCFA is recommending to move forward with Best, Best & Krieger (BBK), with Joseph Sanchez, as our legal representative. HCFA has worked with BBK and specifically with attorney Joseph Sanchez. BBK confirmed they are excited to be a part of our legal team. His knowledge of HCFA and with many other public agencies, his experience will make for a very smooth transition in changing law firms. HCFA will continue to maintain our contract with Liebert Cassidy & Whitmore for Labor / Employee Relations, and they would also serve as a backup to BBK in the event of a conflict of interest

### FISCAL IMPACT:

There are no additional funds needed with this recommendation, legal fees are in the current year budget.

**PREPARED BY:** Administrative Coordinator Valerie Nellis

**APPROVED BY:** Executive Director, Jeff Logan

# HEARTLAND COMMUNICATIONS FACILITY AUTHORITY

**AGENDA ITEM: #6**  
**MEETING DATE: 05/07/2024**

## AGENDA REPORT

**DATE:** MAY 07, 2024  
**TO:** HCFA BOARD OF CHIEFS  
**FROM:** HCFA EXECUTIVE DIRECTOR JEFF LOGAN  
**SUBJECT:** NURSE NAVIGATION PILOT PROGRAM EXTENSION - TRANSITION

### RECOMMENDATION:

1. That the HCFA BOC approve the HCFA to take over management of Nurse Navigation contract with GMR on behalf of all HCFA Member / Contract agencies;
2. The HCFA BOC approve the HCFA to enter into agreement with Grossmont HealthCare District and Grossmont/Sharp Hospital for cost share of the Nurse Navigation program;
3. That the HCFA BOC approve HCFA Executive Director to present recommended actions to the HCFA Commission for final approval during the regularly scheduled Commission Meeting on May 23, 2024.

### BACKGROUND:

Heartland Fire and Rescue currently maintains the contract with Global Medical Response (GMR) for the Nurse Navigation pilot program that is being paid for and utilized in the City of El Cajon. In an effort to expand the pilot test program throughout the Central Zone, there is a need to move management of the existing contract from City of El Cajon to Heartland Communications. The goal is to extend the current pilot program for an additional year.

The anticipated cost of expanding the program for an additional year, that will now be throughout the entire Central Zone, is approximately \$300,000.00. The plan is to partner with Grossmont Healthcare District and Grossmont/Sharp Hospital, and share the cost of the program for the next year, three ways.

All JPA Member and Contract agencies of the HCFA have agreed be liable for the cost that will be billed to the Central Zone. The cost share formula utilized for each member/contract agency, is the percentage of total billable incidents for calendar year 2023.

### FISCAL IMPACT:

There is no anticipated increase to the FY 25 proposed budget, as this program will be a pass through to each Member/Contract agency. HCFA will invoice Grossmont Health Care District and Grossmont/Sharp Hospital directly for their share.

**PREPARED BY:** Executive Director, Jeff Logan 

**APPROVED BY:** Executive Director, Jeff Logan 