



## SUMMARY REPORT

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**Agenda Date:** 5/17/2022

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**To:** Board of Supervisors of Sonoma County  
**Department or Agency Name(s):** Department of Health Services  
**Staff Name and Phone Number:** Tina Rivera, 565-4774  
**Vote Requirement:** Majority  
**Supervisorial District(s):** Countywide

**Title:**

Emergency Medical Services Data System Amendment

**Recommended Action:**

Authorize the Director of Health Services, or designee, to execute the first amendment to an agreement with ImageTrend, Inc., for software and database services through July 14, 2026 for a new total not-to-exceed amount of \$442,268.

**Executive Summary:**

The Coastal Valleys Emergency Medical Services Agency (CVEMSA) utilizes a comprehensive data system developed by ImageTrend, Inc. that includes electronic patient care reporting and integrated data collection for quality management and state reporting, integration with 911 communications center and fire service reporting modules, and disaster patient distribution and bed polling tools. Provider credentialing and health care system disaster communications are also supported through the data system. CVEMSA has used the ImageTrend data system since May 2015.

The term of the current agreement with ImageTrend began in May 2020 and was executed by the Purchasing Agent. The Department desires to amend the agreement with ImageTrend to extend the term through July 14, 2026 to provide a stable electronic medical records system.

**Discussion:**

State law requires that each county designate a Local Emergency Medical Services Agency (LEMSA) as the entity responsible for oversight and regulation of the local Emergency Medical Services (EMS) System. Organized as a program within the Department of Health Services, Coastal Valleys Emergency Medical Services Agency (CVEMSA) performs LEMSA functions for Sonoma County.

ImageTrend, Inc. provides CVEMSA with a comprehensive data system that includes electronic patient care reporting and integrated data collection for quality management and state reporting, integration with 911 communications center and fire service reporting modules, and disaster patient distribution and bed polling tools. Provider credentialing and health care system disaster communications are also supported through the data system.

The proposed amendment to the agreement with ImageTrend will allow for continuation of services described above. The ImageTrend platform was selected through a 2015 competitive procurement process and the program is well integrated into current EMS Agency and system partner operations. Partner agencies have

made a substantial investment in training staff and incorporating the ImageTrend system into their operations.

The term of the current agreement with ImageTrend began in May 2020 and was executed by the Purchasing Agent. The Department desires to amend the agreement with ImageTrend to extend the term through July 14, 2026 to provide a stable electronic medical records system.

**Strategic Plan:**

N/A

**Prior Board Actions:**

On February 9, 2016 the Board approved the first amendment to an agreement with ImageTrend, Inc. for expanded software and database services supporting the Coastal Valleys Emergency Medical Service Agency, increasing the agreement by \$150,000, resulting in a new not to exceed amount of \$528,000 through April 30, 2020.

On May 5, 2015, the Board approved an agreement with ImageTrend, Inc., for software and database services, for the period of May 1, 2015 through April 30, 2020, in an amount not to exceed \$378,000.

**FISCAL SUMMARY**

| <b>Expenditures</b>                | <b>FY 21-22<br/>Adopted</b> | <b>FY 22-23<br/>Projected</b> | <b>FY 23-24<br/>Projected</b> |
|------------------------------------|-----------------------------|-------------------------------|-------------------------------|
| Budgeted Expenses                  | 70,425                      | 72,537                        | 74,714                        |
| Additional Appropriation Requested |                             |                               |                               |
| <b>Total Expenditures</b>          | <b>70,425</b>               | <b>72,537</b>                 | <b>74,714</b>                 |
| <b>Funding Sources</b>             |                             |                               |                               |
| General Fund/WA GF                 |                             |                               |                               |
| State/Federal                      |                             |                               |                               |
| Fees/Other                         | 70,425                      | 72,537                        | 74,714                        |
| Use of Fund Balance                |                             |                               |                               |
| Contingencies                      |                             |                               |                               |
| <b>Total Sources</b>               | <b>70,425</b>               | <b>72,537</b>                 | <b>74,714</b>                 |

**Narrative Explanation of Fiscal Impacts:**

The FY 21-22 budget includes \$70,425 for the ImageTrend agreement. Funding for subsequent years is included in the table below.

| Funding Source          | FY 20-21 | FY 21-22 | FY 22-23 | FY 23-24 | FY 24-25 | FY 25-26 | Totals    |
|-------------------------|----------|----------|----------|----------|----------|----------|-----------|
| PH Hospital Prep Grant  | \$5,402  | \$41,451 | \$18,537 | \$20,714 | \$22,955 | \$25,264 | \$134,323 |
| PH Emergency Prep Grant | \$26,821 | \$5,000  | -        | -        | -        | -        | \$31,821  |
| Other LEMSA Funds       | \$36,150 | \$23,974 | \$54,000 | \$54,000 | \$54,000 | \$54,000 | \$276,124 |
| Totals                  | \$68,373 | \$70,425 | \$72,537 | \$74,714 | \$76,955 | \$79,264 | \$442,268 |

| Staffing Impacts:                       |                                 |                    |                    |
|---|---------------------------------|--------------------|--------------------|
| Position Title (Payroll Classification) | Monthly Salary Range (A-I Step) | Additions (Number) | Deletions (Number) |
|   |                                 |                    |                    |

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

First Amendment to Agreement with ImageTrend, Inc.

**Related Items “On File” with the Clerk of the Board:**

None