



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Amendment of Professional Services Agreement with Digital EMS Solutions Inc. to provide Electronic Patient Care Reporting System (ePCR) services to the Fire Department

1. 1) Motion Authorizing the City Manager to amend the current agreement between Digital EMS Solutions Inc. and the Glendale Fire Department for the renewal of ePCR services for the fiscal year 22-23 and an optional two additional years.

COUNCIL ACTION

Item Type: Consent Calendar

Approved for July 12, 2022 **calendar**

EXECUTIVE SUMMARY

Maintaining ePCR services with Digital EMS Solutions Inc. remains the most cost-effective option currently. Seeking another vendor would require additional fees for training fire personnel, purchase of additional hardware, fees associated with billing company interface and costs for Computer Aided Dispatch (CAD) interface connectivity. For these reasons we would like to amend the current agreement.

COUNCIL PRIORITIES

N/A

RECOMMENDATION

It is requested that City Council approve the attached resolution authorizing the City Manager or his designee to execute an amendment extending the current agreement with Digital EMS Solutions Inc. for the provision of ePCR services to the Fire Department for the fiscal year 22-23 with an optional extension of two additional years.

BACKGROUND

In 2014, the Federal Government mandated that all medical records in the United States be converted to an electronic format which must also meet the requirements of the Los Angeles County Department of Health Services (OHS), and the regulations of the United States Department of Health and Human Services Health Insurance Portability and Accountability Act (HIPPA).

In preparation for this mandate, the Glendale Fire Department researched many options and platforms and presented the best option to City Council. In February 2013, City Council authorized the execution of the initial agreement with Digital EMS Solutions, Inc. for ePCR subscription services. Digital EMS Solutions has tailored the current Glendale Fire Department ePCR system to accommodate our specific field needs, transmission platform with Los Angeles County EMS Agency and interface configuration with our CAD system.

ANALYSIS

We have found the Digital EMS Inc. system has streamlined our billing and revenue recovery timeline through the rapid processing of forms and easy to use drop down menu options. Additional benefits we receive from this system include customized reporting and data extraction developed according to our request. This customization has enabled the EMS Section and Nurse Educator to customize training and quality assurance specific to individual personnel needs. The Digital WMS Solutions system has significantly reduced overall administrative hours required for billing, compilation, statistical performance analysis including fulfilling key performance indicator's (KPI).

STAKEHOLDERS/OUTREACH

N/A

FISCAL IMPACT

Annual fees are based on a projected PPU of \$4.60 and are adjusted upwards or downwards depending on the actual amount of patient care records incurred. Fees below include costs associated with faxing which is estimated to be \$1,000 per year. Invoices are processed and paid for by Information Technology Department (ITD) and cost allocated to the Fire Department EMS budget through the ITD Rate Plan.

The amendment to the ePCR contract is estimated to cost \$83,284 annually up to FY 24-25. The City Council approved budget for FY 22-23 is outlined below:

Existing Appropriation		
Amount	Account String	Funding Source
\$83,284	GL: 43110-6040-ISD-05502-P0000-PL: N/A	ISD Applications Fund

Future year costs will be budgeted through each annual budget process.

ENVIRONMENTAL REVIEW (CEQA/NEPA)

The extension of the existing contract with Digital EMS Solutions Inc. is exempt from environmental review because it can be seen with certainty that the award of a contract for ePCR services would not have any effect on the environment, pursuant to CEQA Guidelines Section 15061(b)(3).

CAMPAIGN DISCLOSURE

The names and business addresses of the members of the board of directors, the chairperson, CEO, COO, CFO, Subcontractors and any person or entity with more than 10% interest in the company proposed for contract in this Agenda Item Report are attached in Exhibit #, in accordance with the City Campaign Finance Ordinance No. 5744.

Officers of Digital EMS

Full Name	Title	Address	City	State	Zip
Ricardo Olivarez	CEO	34 Savona Walk	Long Beach	CA	90803
Van Mark Madrigal	CFO	34 Savona Walk	Long Beach	CA	90803
Ricardo Olivarez Van Mark Madrigal Mallory Olivarez Joyce Madrigal	BoD	34 Savona Walk	Long Beach	CA	90803

Subcontractors of Digital EMS Solutions Inc.: Saritasa LLC

Full Name	Title	Address	City	State	Zip
NA	Chairperson				
Nik Froehlich	CEO	20411 SW Birch STE 330	Newport Beach	CA	92660
Dmitry Semenov	CTO	20411 SW Birch STE 330	Newport Beach	CA	92660
Jeff Lenardson	CFO	20411 SW Birch STE 330	Newport Beach	CA	92660
NA	BoD				

Ownership Interest in more than 10%

Full Name	Title	Address	City	State	Zip
Ricardo Olivarez	CEO	145 Cottonwood Cove Dr	Diamond Bar	CA	91765
Mallory Olivarez	BoD	145 Cottonwood Cove Dr	Diamond Bar	CA	91765

ALTERNATIVES

Alternative 1: Authorize amendment with Digital EMS Solutions Inc., to provide ePCR services to the Fire Department.

Alternative 2: The City Council may consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Prepared by:

Gor Galstyan, Public Safety Business Specialist

Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

Exhibit 1: Amendment