



**NOVATO FIRE DISTRICT BOARD OF DIRECTORS  
SPECIAL BOARD MEETING AGENDA  
JANUARY 9, 2024  
DAY 1 OF 2**

Time: 10:00 am - 5:00 pm  
Location: Marin Country Club  
500 Country Club Drive  
Novato, CA 94949  
Website: [www.novatofire.org](http://www.novatofire.org)

The Special Board Meeting agenda and all supporting documents are available for public review at 95 Rowland Way, Novato, CA, 24 hours in advance of a scheduled special board meeting. A fee will be charged for additional copies of board meeting documents. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Services Manager as soon as possible, prior to the meeting. **Please note, this meeting is in person only. There will not be an option for virtual attendance.**

**ROLL CALL**

President Lj Silverman

Director William Davis  
Director Shane Francisco

Director Bruce Goines  
Director Michael Hadfield

**OPEN TIME FOR PUBLIC EXPRESSION**

*(Please observe a three-minute time limit.)*

This is an opportunity for any member of the public to briefly address the District Board on any matter that does not appear on this agenda. Items that appear to warrant a lengthier presentation or Board consideration will be placed on the agenda for discussion at a future meeting.

**NEW BUSINESS**

1. Authorization of IGT Funds Transfer 1 of 4 to Department of Health Care Services (DHCS) for participation in the Public Provider (PP) Ground Emergency Medical Transportation (GEMT) Program for CY 2024 (aka PP-GEMT IGT Program)

District staff recommends sending the first of four payments for CY 2024 (invoice amount \$104,525.63) to DHCS so that the program achieves full participation from funding entities required to obtain the maximum Federal funds match to realize maximum reimbursements for Managed Care (MC) and Fee-For-Service (FFS) transports

2. Strategic Planning Meeting

District Staff and the Board of Directors will participate in a two-day strategic planning meeting facilitated by Don Whittemore and Craig Fair of Mission-Centered Solutions, Inc.

**ADJOURNMENT**

## **New Business Section**



# Novato Fire District

## Board of Directors

Lj Silverman, President

Michael Hadfield, Vice President

Bruce Goines, Secretary

Director Shane Francisco, Director Bill Davis

**Date: January 8, 2024**

**Topic:** Authorization of IGT Funds Transfer 1 of 4 to Department of Health Care Services (DHCS) for participation in the Public Provider (PP) Ground Emergency Medical Transportation (GEMT) Program for CY 2024 (aka PP-GEMT IGT Program)

### Recommendation

District staff recommends sending the first of four payments for CY 2024 (invoice amount \$104,525.63) to DHCS so that the program achieves full participation from funding entities required to obtain the maximum Federal funds match to realize maximum reimbursements for Managed Care (MC) and Fee-For-Service (FFS) transports

### Background

The District submitted its IGT Certification form on December 18, 2023. This document certifies that the District is making the IGT to DHCS as a voluntary contribution. Funding entities are asked to submit an IGT Certification with every collection. After receiving this form, DHCS sends a Wire Request Memo that provides specific payment instructions.

The intergovernmental transfer (IGT) to the Department of Health Care Service (DHCS) is a voluntary contribution to the non-federal share of Medi-Cal expenditures for purposes of Assembly Bill 1705.

For the Program year CY 2024, DHCS will be collecting four (4) contributions. Future invoice amounts may fluctuate depending on changes in funding entity participation. These invoices do not include the 10% administrative fee. DHCS is deferring administrative fee collections to allow participating providers additional time to secure IGT funds.

### Financial Impact

\$104,525.63

### Reviewed by:

_____	Administration
_____ SW _____	EMS
_____ JV _____	Finance
_____	Prevention
_____	Human Resources
_____	Operations

Approved by:

Bill Tyler  
Fire Chief

**Attachments: Exhibit 1:** Signed PP-GEMT-IGT Certification Form for CY 2024

**Exhibit 2:** PP-GEMT Managed Care and Fee For Service Invoice IGT Transfer  
Amount 1 of 4 for CY 2024

DEPARTMENT OF HEALTH CARE SERVICES  
PUBLIC PROVIDER INTERGOVERNMENTAL TRANSFER PROGRAM FOR  
GROUND EMERGENCY MEDICAL TRANSPORTATION SERVICES  
CERTIFICATION FORM FOR STATE CALENDAR YEAR 2024

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I, the undersigned, hereby declare and certify on behalf of Novato Fire Protection District (the “Public Entity”) as follows:

1. As a public administrator, a public officer, or other public individual, I am duly authorized to make this certification.
2. The Public Entity elects to make this intergovernmental transfer (IGT) to the Department of Health Care Service (DHCS) as a voluntary contribution to the non-federal share of Medi-Cal expenditures for purposes of Assembly Bill 1705 (2019) pursuant to Sections 14105.94, 14105.945, 14129, 14129.3, and 14164 of the Welfare and Institutions (W&I) Code. All funds transferred pursuant to this certification qualify for federal financial participation (FFP) pursuant to Section 1903(w) of the Social Security Act and Title 42 of the Code of Federal Regulations, Section 433 Subpart B, and are not derived from impermissible sources such as recycled Medicaid payments, federal money excluded from use as the non-federal share, impermissible health care-related taxes, or non-bona fide provider-related donations.
3. Voluntary contributions attributable to the period of January 1, 2024, through December 31, 2024, will be made via recurring transfers as indicated on the invoices provided to the Public Entity by DHCS. The Public Entity acknowledges that any transfers made pursuant to this certification during this time period are considered an elective IGT made pursuant to W&I Code sections 14105.945 and 14164, to be used by DHCS, subject to paragraph four herein, exclusively as the source for the non-federal share of ground emergency medical transport public provider supplemental payments in both Medi-Cal fee-for-service payments and the portion of the risk-based capitation rate to Medi-Cal managed care health plans associated with reimbursement made in accordance with Section 14105.945, subdivision (h)(1) (hereafter, the AB 1705 Public Provider (PP) Ground Emergency Medical Transportation (GEMT) Program, or the PP-GEMT Program), and DHCS costs associated with administering the PP-GEMT Program.
4. DHCS may accept this voluntary contribution to the extent it is able to obtain FFP for the PP-GEMT Program as permitted by federal law. In the event DHCS is unable to obtain FFP for the PP-GEMT Program, or the full payments cannot otherwise be made to and retained by eligible public providers, and, therefore, all or a portion of the transferred amount cannot be used as the non-federal share of payments, DHCS will notify the Public Entity via e-mail and return the applicable portion of the unused IGT amount, no later than 90 days after such notification.

DEPARTMENT OF HEALTH CARE SERVICES  
PUBLIC PROVIDER INTERGOVERNMENTAL TRANSFER PROGRAM FOR  
GROUND EMERGENCY MEDICAL TRANSPORTATION SERVICES  
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5. The Public Entity acknowledges that, in accordance with W&I Code section 14105.945, subdivision (h)(2), upon CMS approval, DHCS shall assess a ten percent (10%) fee on each transfer of public funds to the state to pay for health care coverage and to reimburse DHCS its costs associated with administering the PP-GEMT Program.
6. The Public Entity acknowledges that the IGT is to be used by DHCS for the filing of a claim with the federal government for federal funds and understands that any misrepresentation regarding the IGT may violate federal and state law.
7. The amount voluntarily transferred to DHCS is based on the estimated Medi-Cal fee-for-service and Medi-Cal managed care non-federal share of ground emergency medical transport public provider supplemental payments, as referenced in paragraph three herein. Because the amount to be voluntarily transferred to DHCS will be based on an estimate, the Public Entity acknowledges that a reconciliation of the voluntary non-federal share contributions to the actual non-federal share expenditures will occur. To the degree necessary to fund the non-federal share for the PP-GEMT Program, amounts due to or owed by applicable Public Entities as a result of the reconciliation may be offset against, or added to, future transfers as applicable and as determined by DHCS. DHCS may accept a voluntary contribution to the extent it is able to obtain FFP for PP-GEMT payments as permitted by federal law.
8. The Public Entity acknowledges that all records of funds transferred are subject to review and audit upon DHCS' request. The Public Entity will maintain documentation supporting the allowable funding source of the IGTs.
9. Upon notice from the federal government of a disallowance or deferral related to this IGT, the Public Entity responsible for this IGT shall be the entity responsible for the federal portion of that expenditure.

I hereby declare under penalty of perjury under the law of the United States that the foregoing is true and correct to the best of my knowledge. I further understand that the known filing of a false or fraudulent claim, or making false statements in support of a claim, may violate the Federal False Claims Act or other applicable statute and federal law and may be punishable thereunder.

DEPARTMENT OF HEALTH CARE SERVICES  
PUBLIC PROVIDER INTERGOVERNMENTAL TRANSFER PROGRAM FOR  
GROUND EMERGENCY MEDICAL TRANSPORTATION SERVICES  
CERTIFICATION FORM FOR STATE CALENDAR YEAR 2024

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Executed on this 18th day of December, 2023 at NOVATO, California.

Signature of Authorized Person: 

Name of Authorized Person: Bill Tyler

Title of Authorized Person: Fire Chief

Name of Public Entity: Novato Fire Protection District

NPI of Public Entity: 1528170602

Amount of IGT: \$104,525.63

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**PUBLIC PROVIDER GROUND EMERGENCY MEDICAL TRANSPORTATION (PP-GEMT) PROGRAM  
MANAGED CARE AND FEE FOR SERVICE — INVOICE**

<b>Provider Information:</b>
<b>Provider Name:</b> Novato Fire Protection District
<b>NPI:</b> 1528170602

**Due Date:** 1/15/2024

<b>Payment Details:</b>			
<b>Year:</b>	2024	<b>Collection #:</b>	1
<b>Total Amount Due:</b>		<b>\$104,525.63</b>	

<b>Program/Payee Information:</b>
<b>Vendor Name:</b> California Department of Health Care Services
<b>PP-GEMT Program Email:</b> <a href="mailto:AB1705@dhcs.ca.gov">AB1705@dhcs.ca.gov</a>

<b>Banking Information:</b>	
<b>Bank Name:</b>	US Bank
<i>Please await Wire Request Memo for payment instructions</i>	
<b>Payment Methods Accepted:</b>	
ACH or Wire Transfer	

**Payment Instructions:**  
**Attention:** Please review, sign, and submit the Intergovernmental Transfer (IGT) Certification by **January 1, 2024**, to [AB1705@dhcs.ca.gov](mailto:AB1705@dhcs.ca.gov). IGT Certification forms are required to be submitted prior to each collection due date. Once the IGT Certification form is received, DHCS will send a Wire Request Memo providing payment details and instructions.  
**Please do not send your IGT payment until you have received the Wire Request Memo as payment details are subject to change.**

IGT Non-Federal Share (NFS) Breakdown By DHCS Delivery System			
<b>Managed Care (MC)</b>			
	MC NFS #1		\$99,451.37
	MC Admin Fee #1		\$0.00
<b>Fee For Service (FFS)</b>			
	FFS NFS #1		\$5,074.25
	FFS Admin Fee #1		\$0.00
	<b>Total* IGT Transfer Amount:</b>		<b>\$104,525.63</b>

*\*Any differences are due to rounding.*

CY 2024 Invoicing Schedule		
CY 2024 Invoice #1	Invoice Packets Sent	12/1/2023
	IGT Certifications Due	1/1/2024
	Payment Due	1/15/2024
CY 2024 Invoice #2	Invoice Packets Sent	3/1/2024
	IGT Certifications Due	4/1/2024
	Payment Due	4/15/2024
CY 2024 Invoice #3	Invoice Packets Sent	5/31/2024
	IGT Certifications Due	7/1/2024
	Payment Due	7/15/2024
CY 2024 Invoice #4	Invoice Packets Sent	8/30/2024
	IGT Certifications Due	10/1/2024
	Payment Due	10/15/2024