

ANNUAL MEETING OF THE TRINIDAD AMBULANCE DISTRICT
BOARD OF DIRECTORS

DATE: May 23, 2018

Present: Derek Navarette
Joseph Martinez
Kathy Bueno

Other Guests: Dan Moynihan, Chief
Andrea Brody, Deputy Chief
Gabriel Moreno, Captain
James Casias
Nick Mattorano
Barbara Fisk, Executive Assistant
Thomas Murphy

SUBJECT

DISCUSSION

Call to Order/Pledge	Meeting was called to order at 4:31pm by Kathy Bueno followed by the recitation of the Pledge of Allegiance.
Roll Call/Proof of Quorum	There was a quorum with Kathy Bueno, Derek Navarette and Joseph Martinez in attendance
Proof of Notice	Notices were posted at the Trinidad Ambulance District Office, City of Trinidad, Las Animas County Sheriff's Office, and Las Animas County Court House. The Agenda was posted at Trinidad Ambulance District Office at 939 Robinson Avenue.
Approval of Minutes	Motion to approve the April 25, 2018 regular meeting minutes as presented was made by Joseph Martinez and seconded by Derek Navarette. The minutes were approved unanimously with Kathy Bueno abstaining.
Oaths Of Office	The newly elected board members, Katherine M. Bueno (2018-2022), James W. Casias (2018-2020 and Nicholas Mattorano (2018-2022) were sworn into office by Barbara Fisk.
Election of Board	<u>President Nominations:</u> Joseph Martinez nominated and Derek Navarette seconded the nomination of Kathy Bueno for President. Kathy accepted the nomination. <u>ELECTED:</u> By unanimous vote, Kathy Bueno, President

Vice President Nominations: Joseph Martinez nominated and Kathy Bueno seconded the nomination of Derek Navarette for Vice President. Derek accepted the nomination.

ELECTED: By unanimous vote, Derek Navarette, Vice President

Secretary/Treasurer Nominations: Joseph Martinez nominated and Derek Navarette seconded the nomination of James Casias for Secretary/Treasurer. Jim accepted the nomination.

ELECTED: By unanimous vote, Jim Casias, Secretary/Treasurer

Public Comments

N/A

Financial / Billing Report

Bernadette Cappellucci of Century Financial Group submitted monthly financial reports for the month ending April 30, 2018 along with the following written statement, "the financials for Trinidad Ambulance District appear consistent with the normal month to month income and expenditures. One highlight that I would like to note for the month of April was there was a significant amount of tax revenue reported in the month of April."

Dan reported there was over \$3.6 million in the bank 7.4% more than last year at this time.

- \$2 million has been earmarked for a new building of which \$188,049.02 has been spent on the purchase of 11.53 acres at 2001 E. Main Street (Peak Drive-In).
- Accounts Receivable for April 2018 were \$30k which is 16.4% more than this time in 2017.
 - Approximately \$100k in property taxes is still outstanding from the County.
 - \$87k in grant reimbursement (ambulance purchase) is outstanding until July.
- Income is 43.5% higher than 2017.
- Total liabilities are down \$17k which is 16.8% from last year.
- Total income \$1,252,891 which is 55% projected income for 2018 which includes tax revenue.
 - Total income 43.5% higher than this time last year possibly because tax money has been coming in earlier this year.
- Salary/Wages are \$100k lower than budgeted - down 11.7% compared to last year.
 - Due to personnel injury of a paramedic, OT may increase salary/wages.
 - New hires down from 2017 (11.7%)

- Current legal/professional fees are approximately \$20k higher this year due to the election. \$25k had been budgeted for that expense.
- Vehicle maintenance/repairs are down \$11,378 (63%) compared to last year. Newer vehicles have helped lower the expense of repairs.

James Casias asked if the financial report was current. Dan explained that the board reviews a monthly financial report prepared by Century Financial. The data being discussed is for the month of April 2018.

Motion to approve the April 2018 financial reports as presented was made by Joseph Martinez and seconded by James Casias. The motion was approved unanimously.

Bank of the West

Bank of the West Assistant Vice President Frederick Sanchez, Jr. attended the April 25, 2018 board meeting at which he presented options for investing TAD's money market account. It was requested that he prepare a specific proposal and provide to the board members for the May 23, 2018 board meeting. In an attempt to increase the interest earned on TAD funds held at Bank of the West, Mr. Sanchez provided a proposal (see attached) for discussion of the board.

Joseph Martinez motioned to approve and take action as indicated by the provided tables from Bank of the West. James Casias seconded the motion. The motion was approved unanimously.

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May 4, 2018

Trinidad Ambulance District
939 Robinson Ave
Trinidad, CO 81082

RE: Certificate of Deposit Proposal

Dear Chief Moynihan,

Per our discussion on May 3, 2018, enclosed is a proposal for a Certificate of Deposit "Ladder" that will significantly increase the interest earned on your funds held at Bank of the West.

Please note the following:

- This projection is based on current rates displayed on the Bank of the West Public Funds Rate Sheet as of May 3, 2018. These rates are subject to change.
- The proposal includes interest earned and balance at maturity for each Certificate of Deposit term quoted.
- The proposal also includes 1 year projected earnings for all CD's with terms less than 12 months. This projection is based on each CD renewing at maturity over the course of a 12 month period. As this projection is based on current Public Funds CD Rates which are subject to change they are only to be used as an estimate.
- Each CD will have a 10 day grace period at maturity, during which we can adjust term, deposit amount, or close the CD based on the best interest of Trinidad Ambulance District.
- Early Withdrawal Penalties are as follows:
 - 32 Days to 11 Months -- \$25 + 1% of the amount withdrawn.
 - 12 to 59 Months -- \$25 + 3% of the amount withdrawn.
 - Further detail can be found in our Business Account Disclosure which will be provided at account opening. I can also drop off a copy prior to account opening if you would like.
- As a frame of reference, the funds are currently held in a Public Funds Money Market which is currently earning at an Annual Percentage Yield of 0.25%. This rate tier applies to balances over \$2,500,000.00. Once the balance drops below that rate tier the APY will be 0.04%.

Please let me know if you have any additional questions. I thank you for your time and giving Bank of the West the opportunity to provide an enhanced rate of return for Trinidad Ambulance District.

Respectfully,

A handwritten signature in blue ink, appearing to read "Fred Sanchez Jr.", with a stylized flourish at the end.

Fred Sanchez Jr.
Branch Manager, AVP

213 N. Commercial Street | Trinidad, CO 81082

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	12
Principal	\$1,000,000.00
Annual Interest Rate	1.00%
Compounding Periods	12
Months	12
Interest Earned	\$10,045.96
Balance at Maturity	\$1,010,045.96
Term (In Months)	12
Principal	\$1,000,000.00
Annual Interest Rate	1.00%
Compounding Periods	12
Months	12
Interest Earned	\$10,045.96
Balance at Maturity	\$1,010,045.96
Term (In Months)	3
Principal	\$250,000.00
Annual Interest Rate	0.55%
Compounding Periods	3
Months	3
Interest Earned	\$343.67
1 Year Projected Balance*	\$251,378.47
Balance at Maturity	\$250,343.67
Term (In Months)	1
Principal	\$270,574.61
Annual Interest Rate	0.45%
Compounding Periods	1
Months	1
Interest Earned	\$101.26
1 Year Projected Balance*	\$271,794.71
Balance at Maturity	\$270,675.87
Total Interest Earned At Maturity	\$20,536.85
1 Year Projection*	\$22,690.49

*Projection based on current Public Funds CD Rates

Motion to distribute money market funds into a Certificates of Deposit "Ladder" as proposed on the table above being fully aware of the stipulations laid out in Mr. Sanchez's letter was made by and seconded by . The board voted unanimously to approve the motion.

Director's Report

EMS Week which is the third full week in May every year. TAD will be grilling Tuesday, Wednesday and Thursday from 11-2pm for all local EMS personnel including Trinidad Police & Fire Departments, QRTs, Las Animas County Sheriff's Department, Pinion Canyon and any other EMS personnel and their families.

2018 Ambulance Purchase is progressing appropriately and should be ready for delivery by June 15th. The total purchase price is \$230k for which TAD has issued a check. The State allows \$175k for the purchase of which they will reimburse TAD half (\$87k).

TAD's ambulance replacement plan is to replace vehicles based on mileage which is averaging every 5-6 years. A significant savings is anticipated by purchasing ambulances where only the chasis will need to be replaced and the "box" can be reused. To date, TAD purchased ambulances in 2015 and 2017. The plan is to purchase four exluding the one currently on order for 2018.

Sprinter transport vehicles are also being discussed as TAD provides services for approximately 500 inter-facility transfers (IFT) yearly adding high mileage to the large, expensive ambulances. With St. Mary Corwin closing its doors to IFTs , Parkview is becoming overloaded so many transfers must go to Colorado Springs or Denver.

EMS1 Vehicle Purchase is also progressing as expected. Dan's current truck will be converted to a Special Operations vehicle outfitted with a "box" on the back, snow plow capabilities and other equipment allowing access to remote areas or areas affected by severe weather. A replacement Ford Expedition for EMS1 has been purchased (\$56K) and will be ready for use in June, 2018.

Property Purchase of 2001 E. Main Street (Peak Drive In -11.53 acres) was concluded June, 2016 for a price of \$188,049.02. TAD has outgrown its current facility at 939 Robinson Avenue partly because of the expanding educational programs being offered. In addition, radio reception is often poor or nonexistent.

Dan is in the process of acquiring a permit to construct an 8 foot perimeter chain link fence around the property.

Rescue Task Force & Joint Agency Tactical Unit are two programs in which TAD serves in conjunction with other local first responder agencies in order to attain a high level of preparedness in case of an emergency. It is continually proven that it is not a matter of "if" but "when" an emergency will occur in which response with

other agencies is necessary. In order to provide expedient, safe and organized responses these agencies train often for all scenarios.

Non-Opioid Pain Reliever (Ketamine) has been approved for use providing leading edge emergency medical services to the community. The State has approved its use and Dr. Weber has established new protocols for our personnel in its use. TAD is among the first in the state approved for this drug.

Due to the hurricane that devastated Puerto Rico, where opioids and other medical supplies are produced, it has become very difficult to acquire opioids, salt water iv solutions and several cardiac drugs.

Operations Report

Gabe Moreno discussed the Operations Reports provided in the board packet by pointing out the following information:

Requests for Service: 178

Total Transports: 148

Inter-Facility Transfers: 34

Physicians w/Most Transfers: T. Eckler and M. Garman

Jim Casias asked why the difference in numbers between A, B and C shifts. It was explained that there is no way to know what calls will be dispatched on which shift.

Gabe shared communications between Mt. San Rafael Hospital (MSRH) and TAD regarding inter-facility transfers which average one-third of TAD's call volume. TAD has two crews on duty 24/7 with one on-call crew on standby for an emergency. Sometimes the hospital will call for a non-emergent transfer and before the crew has delivered their patient to the out of town facility the hospital will call for a second non-emergent transfer. TAD has to wait for the other crew to be back in Trinidad before providing transportation for the second non-emergent transfer. The hospital wants TAD to call in the on-call crew for a non-emergency transfer. This is against TAD policy which the MSRH Board of Directors, doctors and other personnel have been made aware.

Gabe also noted that, whenever possible, OB patients are taken directly to Raton and patients with probable broken bones are transported directly to Pueblo.

Education Report

Andrea Brody has been working in conjunction with Pueblo Community College (PCC) to provide a bridge program from Emergency Medical Technician (EMT) to Paramedic. After long planning and organizing the program is up and running with 24 total students, 6 of which are employees of TAD.

Andrea instructed a recertification course on March 31st with 78 students attending the program.

Congratulations to Junie Verquer for again teaching a very successful Emergency Medical Responder (EMR) course through Hoehne High School. Nine students not only passed the high school course but continued on to pass their National Registry exam.

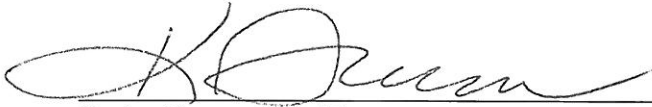
Miscellaneous N/A

Executive Session N/A

Next Meeting Date The next Annual Meeting date was set for Wednesday, June 27, 2018 at 4:30pm.

Adjournment A motion to adjourn the regular meeting of the Board of Directors was made by Joseph Martinez and seconded by Derek Navarette. The motion was approved unanimously. The regular meeting was adjourned at 5:17pm

Minutes Approved by Trinidad Ambulance District Board of Directors.



Kathy Bueno, President

Date

6-27-18